



REPLY TO
ATTENTION OF

FOR OFFICIAL USE ONLY

DEPARTMENT OF THE ARMY
U.S. ARMY MILITARY DISTRICT OF WASHINGTON
103 THIRD AVENUE
FORT LESLEY J. MCNAIR, DC 20319-5058

ANCS

23 July 2009

MEMORANDUM FOR [REDACTED]

SUBJECT: Appointment of Informal Investigating Officer

1. You are hereby appointed an informal investigating officer pursuant to Army Regulation 15-6, Procedure for Investigating Officers and Boards of Officers, 2 November 2006, Chapter 4, to conduct an investigation into reports that at least one grave site at Arlington National Cemetery was improperly marked. The report of investigation must include, but not be limited to, findings regarding: whether the reports are accurate; if so, how accountability was lost; determine, to the extent possible, the identity of improperly interred remains; the extent of any action to regain accountability and to properly mark grave sites; when the situation was first discovered; what actions management took upon the discovery of the situation; whether procedures currently in place are sufficient to prevent any recurrence of improper site marking; and, if necessary, what additional measures should be taken to prevent further occurrences.
2. This investigation is your primary duty and takes precedence over all other duties assigned. Before you begin your investigation you should contact [REDACTED] Office of the Staff Judge Advocate, Military District of Washington, who will be your legal advisor. You can contact him at [REDACTED] or via e-mail at [REDACTED]@jfhqncr.northcom.mil. After duty hours, Mr. Egan may be reached on his cell phone, [REDACTED]. You should consult with him before proceeding, coordinate with him as necessary during the course of the investigation, and submit your completed report of investigation to him for legal review prior to delivering it to me.
3. You are to conduct this investigation using the informal procedures outlined in AR 15-6, Chapter 4. No individual has been named a respondent at this time. All witnesses will be sworn prior to being interviewed. You will thoroughly document all witness interviews in writing, preferably on a DA Form 2823 (sworn statement). If, in the course of your investigation, you come to suspect a person may have committed criminal conduct, you must advise that person of his or her rights under the Fifth Amendment of the U.S. Constitution (civilian) or under Article 31, Uniform Code of Military Justice (military), prior to questioning. Witness waivers of Article 31 or Fifth Amendment will be documented on a DA Form 3881 (Rights Warning Procedure/Waiver Certificate). In addition, you must provide each witness with a Privacy Act Statement before you solicit any information. If, in the course of your investigation, you have reason to believe an officer or civilian employee senior to you has committed misconduct, you should immediately consult your legal advisor before proceeding further.
4. You will make recommendations based upon your findings. Submit your findings and recommendations on a DA Form 1574 (Report of Proceedings by an Investigating Officer/Board of Officers). You also shall make findings and recommendations on any additional allegations of impropriety that you discover incident to your investigation.


FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

ANCS

SUBJECT: Appointment of Investigating Officer

5. Submit your final report of investigation to me within 30 days of the date of this memorandum. Any requests for modification of this suspense, or to the scope of your investigation, must be submitted to me for approval.



Colonel, GS
Chief of Staff

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY.

Chronology of Investigative Efforts

Friday, 24 Jul 09

- 1000: Received 15-6 Directive from COL [REDACTED] MDW Chief of Staff
- 1100: Legal Inbrief with COL [REDACTED] MDW SJA.
- 1400: Introductory Meeting with Mr. Metzler at ANC.
- 1900: Initial phonecon with [REDACTED], designated legal advisor.

Sunday, 26 Jul 09

- 1300: Administrative processes review with Mr Metzler
- 1415: Section 68 site visit.

Monday, 27 Jul 09

- 0800: Staff introductions at ANC
 - 1000: Meeting with BG Horst to discuss 15-6 scope of investigation.
 - 1200 - 1700: Developed Privacy Act Statement in coordination with SJA.
- Developed initial interview schedule.

Tuesday, 28 Jul 09

- 1000: Interview with [REDACTED]. Requested documents pertaining to Section 68, Grave 449, as well as [REDACTED] Record of Interment
 - 1300: Interview with [REDACTED]. Requested budget documents.
 - 1415: Provided questions to [REDACTED] for sworn statement preparation.
- Collected requested documents

Wednesday, 29 Jul 09

- 0800: Interview with [REDACTED]
- 1000: Interview with [REDACTED]
- 1200: Provided questions to [REDACTED] for sworn statement preparation
- 1300: Interview with [REDACTED]
- 1500: Interview with [REDACTED]

Thursday, 30 Jul 09.

- 0800: Interview/Sworn Statement with [REDACTED]
- 1000: Interview/Sworn Statement with [REDACTED]
- 1300: Interview scheduled with [REDACTED]. Witness requested to reschedule interview when legal representation could be present.

Friday, 31 Jul 09

- 0900: Interview/sworn statement with Mr. Metzler
- 1100: Photos, Section 68, Grave 449
- 1300: Obtained historical documents from ANC records vault
- 1430: Sworn Statement with [REDACTED]
- 1530: Sworn statement with [REDACTED]
- 1730: Obtained documents from [REDACTED] to support sworn statement.

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Monday, 3 Aug 09

0745: Sworn statement with [REDACTED]

Tuesday, 4 Aug 09

1530: Received a copy of an anonymous letter from an ANC staff member that was unrelated to the scope of this investigation. Provided to COL [REDACTED] MDW SJA, for appropriate action

Wednesday, 5 Aug 09

0800: Interview/Sworn Statement with [REDACTED]

Friday, 7 Aug 09

1000: Site Visit at Section 42, Gravesite 1186.

1030: Viewed R&R in progress in Section 42.

Friday, 14 Aug 09

0800: Interview with [REDACTED] [REDACTED] [REDACTED] attorney, and [REDACTED] MDW SJA legal advisor, present.

1300: Follow-on Interview with [REDACTED]

Wednesday, 19 Aug 09

1230: Follow-on Sworn Statement with [REDACTED]

1445: Follow-on interview/sworn statement with [REDACTED]

Thursday, 20 Aug 09

0830: Interview with VA National Cemetery Subject Matter Expert.

Friday, 21 Aug 09

0630: Sworn statement with [REDACTED]

0830: Obtained requested documents from Mr. Metzler.

Monday, 24 Aug 09

0900: Provided Report and Supporting Documentation to [REDACTED] [REDACTED] SJA Legal Advisor for Review

Tuesday, 25 Aug 09

1700: Provided completed report to MDW SJA for Legal Review

FOR OFFICIAL USE ONLY

http://www.salon.com/news/feature/2009/07/21/arlington_secrets/print.html



salon.com

To print this page, select "Print" from the File menu of your browser

Arlington's buried secrets

The cemetery admits it can't identify grave-site remains -- while new evidence casts doubt on Army investigation

By Mark Benjamin

Editor's note: This is the third article in a special Salon investigation of America's renowned cemetery.

Jul. 21, 2009 |

Salon has uncovered further evidence of grave offenses at Arlington National Cemetery. It is now clear that the cemetery, which is managed by the U.S. Army and calls itself "our nation's most sacred shrine," lost track of the identity of remains buried in a grave, and covered up the disturbing discovery for six years. New information also casts doubt on Army statements about when the Army learned of criminal misconduct by a top cemetery official.

Last week Salon reported allegations by former and current employees that headstones and graves do not match in some cases. The article noted internal cemetery documents over the past several years that revealed "information listed on grave cards and burial records were not consistent with the information on the actual headstone." It documented an expensive, 10-year-old effort to computerize operations at Arlington -- a feat cemeteries of similar size and age have achieved relatively quickly and cheaply.

Arlington admitted to the paperwork problems but insisted the confusion stopped at the grave's edge. When asked -- "Has the cemetery ever dug a grave only to find there is already someone there, though the grave is unmarked?" -- cemetery spokeswoman Kaitlin Horst responded, "We are not aware of any situation like that."

But Salon has discovered evidence to the contrary. In 2003, Arlington workers dug into the ground at Grave 449 in Section 68 -- the cemetery had paperwork that said the grave was empty -- to bury somebody who had recently died. They came across remains already interred in that grave. There was no headstone. Soon after the discovery, workers filled out a grave card (obtained by Salon), generally used to note information about each burial site, with an urgent note to colleagues: "do not DO NOT USE!!! CASKET IN GRAVE REMAINS UNKNOWN."

Since Arlington does not know the identity of the remains in Grave 449, there is no way of knowing when the burial occurred. Arlington tends to bury service members who pass away at around the same time in the each section. The graves in Section 68 are generally from the late 1980s through 2008,

suggesting the original burial occurred in that era.

In response to a query about Grave 449, Arlington admitted the error. "The identity of the remains in Grave 449 in Section 68 is unknown at this time," Horst admitted. "Arlington National Cemetery officials have known about this situation since 2003, when in the process of preparing for a burial, a casket was discovered in Grave 449 in Section 68," she added. "At that time, a review of records took place to locate the corresponding documents. The files could not be matched and as a result, the card you have described was filed. Following your inquiry this morning, a search for corresponding records in the paper files was conducted and again, proved inconclusive."

This discovery, Horst suggested, had an upside: It "reemphasized" the importance of the project to computerize its records. She noted that grave site 449 is the only example of this kind of screw-up. "At this time, cemetery officials are not aware of any other instances and welcome information to the contrary that suggest any further discrepancies," she said. She did not identify the cemetery official who was the source of the previous misinformation, or the new claim that 449 is an anomaly.

Further evidence of Arlington's malfeasance comes in a new response from the Army's Criminal Investigation Command. Salon reported that Arlington Deputy Superintendent Thurmond Higginbotham was involved in the unauthorized hacking of an employee's government computer. A July 2008 internal Army memo to Lt. Gen. David Huntoon, director of the Army staff, warned of possible e-mail hacking at Arlington.

Salon asked the Army what, if anything, Huntoon did about the allegations. Army spokesman Gary Tallman responded in a statement and suggested that Huntoon alerted the Criminal Investigation Command when he got the memo in July. "The Army viewed the allegations associated with the Cemetery very seriously, as we do any such allegation," Tallman wrote. "Allegations of a criminal nature were referred to, and investigated by, CID."

When recently contacted, a CID official said he heard nothing from Huntoon in July. Agents only heard about the possible unauthorized computer access when Gina Gray, a former public affairs officer at Arlington, alerted investigators in October 2008 that her Army e-mail account had been hacked. CID started its investigation the next day.

"CID became aware of the allegations involving her email account in Oct. 08 and immediately opened an investigation after receiving a sworn statement from the complainant," Chris Grey, CID's chief of public affairs, wrote in a statement to Salon. "According to our investigative records, evidence of someone using the complainant's email account were not known by CID or the complainant until early Oct 08. We are unaware of any previous reports of allegations of criminal misconduct that would have fallen within the investigative responsibility of CID," he wrote. "Any such report would have been examined to determine if there is credible information of a crime, that the crime is within the investigative purview of CID, and that CID has the authority to investigate."

Paul Rieckhoff, executive director of Iraq and Afghanistan Veterans of America, expressed shock about Arlington's chaos. He was distressed to hear about the unknown remains in Grave 449, and about the fact that many personal mementos -- letters, photographs and artifacts -- placed on graves in Section 60, the final resting place of 600 troops killed in Iraq and Afghanistan, have ended up in the trash. "We expect the Armed Services Committee to look into this and that hearings would be appropriate," Rieckhoff said. "Our members are outraged. People are very, very concerned. We expect a response from the Army on this."

-- By Mark Benjamin

FOR OFFICIAL USE ONLY

REPORT OF PROCEEDINGS BY INVESTIGATING OFFICER/BOARD OF OFFICERS

For use of this form, see AR 15-6; the proponent agency is OTJAG

IF MORE SPACE IS REQUIRED IN FILLING OUT ANY PORTION OF THIS FORM, ATTACH ADDITIONAL SHEETS

SECTION I - APPOINTMENT

Appointed by: Colonel [REDACTED]

(Appointing authority)

on 23 July 2009 (Date) (Attach inclosure 1: Letter of appointment or summary of oral appointment data.) (See para 3-15, AR 15-6.)

SECTION II - SESSIONS

The (investigating officer) (board) commenced at Arlington National Cemetery Administration Building at 1400
(Place) (Time)

on 24 July 2009 (Date) (If a formal board met for more than one session, check here ☐ Indicate in an inclosure the time each session began and ended, the place, persons present and absent and explanation of absences, if any.) The following persons (members, respondents, counsel) were present: (After each name, indicate capacity: e.g., President, Recorder, Member, Legal Advisor.)

The following persons (members, respondents, counsel) were absent: (Include brief explanation of each absence.) (See paras 5-2 and 5-8a, AR 15-6.)

The (investigating officer) (board) finished gathering/hearing evidence at 0930 on 21 August 2009
(Time) (Date)
and completed findings and recommendations at 1800 on 23 August 2009
(Time) (Date)

SECTION III - CHECKLIST FOR PROCEEDINGS

A. COMPLETE IN ALL CASES

	YES	NO 1/	NA 2/
1. Inclosures (para 3-15, AR 15-6)			
Are the following inclosed and numbered consecutively with Roman numerals (Attached in order listed):			
a. The letter of appointment or a summary of oral appointment data?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Copy of notice to respondent, if any? (See item 9, below)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. Other correspondence with respondent or counsel, if any?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. All other written communications to or from the appointing authority?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. Privacy Act Statements (Certificate, if statement provided orally)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Explanation by the investigating officer or board of any unusual delays, difficulties, irregularities, or other problems encountered (e.g., absence of material witnesses)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. Information as to sessions of a formal board not included on page 1 of this report?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. Any other significant papers (other than evidence) relating to administrative aspects of the investigation or board?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

FOOTNOTES: 1/ Explain all negative answers on an attached sheet.
2/ Use of the NA column constitutes a positive representation that the circumstances described in the question did not occur in this investigation or board.

FOR OFFICIAL USE ONLY

		YES	NO	1/	NA	2/
2	Exhibits (para 3-16, AR 15-6)					
a	Are all items offered (whether or not received) or considered as evidence individually numbered or lettered as exhibits and attached to this report?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b	Is an index of all exhibits offered to or considered by investigating officer or board attached before the first exhibit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c	Has the testimony/statement of each witness been recorded verbatim or been reduced to written form and attached as an exhibit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d	Are copies, descriptions, or depictions (if substituted for real or documentary evidence) properly authenticated and is the location of the original evidence indicated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
e	Are descriptions or diagrams included of locations visited by the investigating officer or board (para 3-5b, AR 15-6)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
f	Is each written stipulation attached as an exhibit and is each oral stipulation either reduced to writing and made an exhibit or recorded in a verbatim record?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
g	If official notice of any matter was taken over the objection of a respondent or counsel, is a statement of the matter of which official notice was taken attached as an exhibit (para 3-16d, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
3	Was a quorum present when the board voted on findings and recommendations (paras 4-1 and 5-2b, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
3	COMPLETE ONLY FOR FORMAL BOARD PROCEEDINGS (Chapter 5, AR 15-6)					
4	At the initial session, did the recorder read, or determine that all participants had read, the letter of appointment (para 5-3b, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
5	Was a quorum present at every session of the board (para 5-2b, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
6	Was each absence of any member properly excused (para 5-2a, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
7	Were members, witnesses, reporter, and interpreter sworn, if required (para 3-1, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8	If any members who voted on findings or recommendations were not present when the board received some evidence, does the inclosure describe how they familiarized themselves with that evidence (para 5-2d, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
C	COMPLETE ONLY IF RESPONDENT WAS DESIGNATED (Section II, Chapter 5, AR 15-6)					
9	Notice to respondents (para 5-5, AR 15-6)					
a	Is the method and date of delivery to the respondent indicated on each letter of notification?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b	Was the date of delivery at least five working days prior to the first session of the board?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c	Does each letter of notification indicate —	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
(1)	the date, hour, and place of the first session of the board concerning that respondent?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
(2)	the matter to be investigated, including specific allegations against the respondent, if any?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
(3)	the respondent's rights with regard to counsel?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
(4)	the name and address of each witness expected to be called by the recorder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
(5)	the respondent's rights to be present, present evidence, and call witnesses?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d	Was the respondent provided a copy of all unclassified documents in the case file?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
e	If there were relevant classified materials, were the respondent and his counsel given access and an opportunity to examine them?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
10	If any respondent was designated after the proceedings began (or otherwise was absent during part of the proceedings)					
a	Was he properly notified (para 5-5, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b	Was record of proceedings and evidence received in his absence made available for examination by him and his counsel (para 5-4c, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
11	Counsel (para 5-6, AR 15-6)					
a	Was each respondent represented by counsel?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Name and business address of counsel:					
	(If counsel is a lawyer, check here <input type="checkbox"/>)					
c	Was respondent's counsel present at all open sessions of the board relating to that respondent?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c	If military counsel was requested but not made available, is a copy (or, if oral, a summary) of the request and the action taken on it included in the report (para 5-6b, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
12	If the respondent challenged the legal advisor or any voting member for lack of impartiality (para 5-7, AR 15-6)					
a	Was the challenge properly denied and by the appropriate officer?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b	Did each member successfully challenged cease to participate in the proceedings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
13	Was the respondent given an opportunity to (para 5-8a, AR 15-6)					
a	Be present with his counsel at all open sessions of the board which deal with any matter which concerns that respondent?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b	Examine and object to the introduction of real and documentary evidence including written statements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c	Object to the testimony of witnesses and cross-examine witnesses other than his own?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d	Call witnesses and otherwise introduce evidence?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
e	Testify as a witness?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
f	Make or have his counsel make a final statement or argument (para 5-9, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
14	If requested, did the recorder assist the respondent in obtaining evidence in possession of the Government and in arranging for the presence of witnesses (para 5-8b, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
15	Are all of the respondent's requests and objections which were denied indicated in the report of proceedings or in an inclosure or exhibit to it (para 5-11, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
FOOTNOTES 1/ Explain all negative answers on an attached sheet. 2/ Use of the N/A column constitutes a positive representation that the circumstances described in the question did not occur in this investigation or board.						

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SECTION IV - FINDINGS (para 3-10, AR 15-6)

The (investigating officer) (board), having carefully considered the evidence, finds

See attached report of investigation.

SECTION V - RECOMMENDATIONS (para 3-11, AR 15-6)

In view of the above findings, the (investigating officer) (board) recommends:

See attached report of investigation.

FOR OFFICIAL USE ONLY.

SECTION VI - AUTHENTICATION (para 3-17, AR 15-6)

THIS REPORT OF PROCEEDINGS IS COMPLETE AND ACCURATE.

(If any voting member or the recorder fails to sign here or in Section VII below, indicate the reason in the space where his signature should appear.)

(Recorder)

(Member)

(Member)

(Investigating Officer)

(Member)

(Member)

SECTION VII - MINORITY REPORT (para 3-13, AR 15-6)

To the extent indicated in Inclosure _____, the undersigned do(es) not concur in the findings and recommendations of the board.

(In the inclosure, identify by number each finding and/or recommendation in which the dissenting member(s) do(es) not concur. State the reasons for disagreement. Additional/substitute findings and/or recommendations may be included in the inclosure.)

(Member)

(Member)

SECTION VIII - ACTION BY APPOINTING AUTHORITY (para 2-3, AR 15-6)

The findings and recommendations of the _____ (investigating officer) (~~board~~) are (~~approved~~) (~~disapproved~~) (approved with following exceptions/substitutions). (If the appointing authority returns the proceedings to the investigating officer or board for further proceedings or corrective action, attach that correspondence (or a summary, if oral) as a numbered inclosure.)

see attached memorandum.



DEPARTMENT OF THE ARMY
U.S. ARMY MILITARY DISTRICT OF WASHINGTON
103 THIRD AVENUE
FORT LESLEY J. McNAIR, DC 20319-5058

REPLY TO
ATTENTION OF


ANCS

OCT 07 1999

MEMORANDUM FOR RECORD

SUBJECT: Approving Authority Action on AR 15-6, Arlington National Cemetery
Gravesite Accountability, Section VIII, DA Form 1574

1. Findings are approved.
2. Concur with the recommendations with three minor exceptions. In paragraph 9.a., any invasive measures to identify the casket in Section 68, Grave 449 should be undertaken only after every feasible noninvasive effort has been made to confirm or eliminate the presence of two caskets in Section 68, Grave 549. In paragraphs 9.c. and 9.d., once the appropriate agency for a re-inspection and a manpower assessment is determined, the inspection/assessment will be coordinated and scheduled as deemed appropriate.
3. Subject investigation will be forwarded to the Commanding General, Military District of Washington for coordination with the Assistant Secretary of the Army (Civil Works) in accordance with General Order 13 to determine the optimal means for appropriate implementation of the recommendations and for inclusion in the Department of the Army Inspector General inspection of Arlington National Cemetery.


COL/GS
Chief of Staff

FOR OFFICIAL USE ONLY

REPORT OF PROCEEDINGS BY INVESTIGATING OFFICER/BOARD OF OFFICERS

For use of this form, see AR 15-6; the proponent agency is OTJAG

IF MORE SPACE IS REQUIRED IN FILLING OUT ANY PORTION OF THIS FORM, ATTACH ADDITIONAL SHEETS

SECTION I - APPOINTMENT

Appointed by Colonel [REDACTED]
(Appointing authority)

on 23 July 2009 (Attach inclosure 1: Letter of appointment or summary of oral appointment data.) (See para 3-15, AR 15-6.)
(Date)

SECTION II - SESSIONS

The (investigation) (board) commenced at Arlington National Cemetery Administration Building at 1400
(Place) (Time)

on 24 July 2009 (If a formal board met for more than one session, check here ☐ Indicate in an inclosure the time each session began and ended, the place, persons present and absent, and explanation of absences, if any.) The following persons (members, respondents, counsel) were present (After each name, indicate capacity: e.g., President, Recorder, Member, Legal Advisor.)

The following persons (members, respondents, counsel) were absent (Include brief explanation of each absence.) (See paras 5-2 and 5-6a, AR 15-6.)

The (investigating officer) (board) finished gathering/hearing evidence at 0930 on 21 August 2009
(Time) (Date)

and completed findings and recommendations at 1800 on 23 August 2009
(Time) (Date)

SECTION III - CHECKLIST FOR PROCEEDINGS

A. COMPLETE IN ALL CASES		YES	NO ¹	NA ²
Inclosures (para 3-15, AR 15-6)				
Are the following inclosed and numbered consecutively with Roman numerals (Attached in order listed)				
a	The letter of appointment or a summary of oral appointment data?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b	Copy of notice to respondent, if any? (See item 9, below)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c	Other correspondence with respondent or counsel, if any?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d	All other written communications to or from the appointing authority?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e	Privacy Act Statements (Certificate, if statement provided orally)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f	Explanation by the investigating officer or board of any unusual delays, difficulties, irregularities, or other problems encountered (e.g., absence of material witnesses)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g	Information as to sessions of a formal board not included on page 1 of this report?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h	Any other significant papers (other than evidence) relating to administrative aspects of the investigation or board?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

FOOTNOTES: ¹ Explain all negative answers on an attached sheet.
² Use of the N/A column constitutes a positive representation that the circumstances described in the question did not occur in this investigation or board.

FOR OFFICIAL USE ONLY

		YES	NO	NA	2
2	Exhibits (para 3-16, AR 15-6)				
a	Are all items offered (whether or not received) or considered as evidence individually numbered or lettered as exhibits and attached to this report?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b	Is an index of all exhibits offered to or considered by investigating officer or board attached before the first exhibit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c	Has the testimony/statement of each witness been recorded verbatim or been reduced to written form and attached as an exhibit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d	Are copies, descriptions, or depictions (if substituted for real or documentary evidence) properly authenticated and is the location of the original evidence indicated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e	Are descriptions or diagrams included of locations visited by the investigating officer or board (para 3-6b, AR 15-6)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f	Is each written stipulation attached as an exhibit and is each oral stipulation either reduced to writing and made an exhibit or recorded in a verbatim record?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g	If official notice of any matter was taken over the objection of a respondent or counsel, is a statement of the matter of which official notice was taken attached as an exhibit (para 3-16d, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3	Was a quorum present when the board voted on findings and recommendations (paras 4-1 and 5-2b, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
B COMPLETE ONLY FOR FORMAL BOARD PROCEEDINGS (Chapter 5, AR 15-6)					
4	At the initial session, did the recorder read, or determine that all participants had read, the letter of appointment (para 5-3b, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Was a quorum present at every session of the board (para 5-2b, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Was each absence of any member properly excused (para 5-2a, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Were members, witnesses, reporter, and interpreter sworn, if required (para 3-1, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	If any members who voted on findings or recommendations were not present when the board received some evidence, does the inclosure describe how they familiarized themselves with that evidence (para 5-2d, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
C COMPLETE ONLY IF RESPONDENT WAS DESIGNATED (Section II, Chapter 5, AR 15-6)					
9	Notice to respondents (para 5-5, AR 15-6):				
a	Is the method and date of delivery to the respondent indicated on each letter of notification?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b	Was the date of delivery at least five working days prior to the first session of the board?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c	Does each letter of notification indicate —	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(1)	the date, hour, and place of the first session of the board concerning that respondent?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(2)	the matter to be investigated, including specific allegations against the respondent, if any?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(3)	the respondent's rights with regard to counsel?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(4)	the name and address of each witness expected to be called by the recorder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(5)	the respondent's rights to be present, present evidence, and call witnesses?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d	Was the respondent provided a copy of all unclassified documents in the case file?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e	If there were relevant classified materials, were the respondent and his counsel given access and an opportunity to examine them?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	If any respondent was designated after the proceedings began (or otherwise was absent during part of the proceedings):				
a	Was he properly notified (para 5-5, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b	Was record of proceedings and evidence received in his absence made available for examination by him and his counsel (para 5-4c, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11	Counsel (para 5-6, AR 15-6):				
a	Was each respondent represented by counsel?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Name and business address of counsel:					
(If counsel is a lawyer, check here <input type="checkbox"/>)					
c	Was respondent's counsel present at all open sessions of the board relating to that respondent?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d	If military counsel was requested but not made available, is a copy (or, if oral, a summary) of the request and the action taken on it included in the report (para 5-6b, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12	If the respondent challenged the legal advisor or any voting member for lack of impartiality (para 5-7, AR 15-6):				
a	Was the challenge properly denied and by the appropriate officer?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b	Did each member successfully challenged cease to participate in the proceedings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13	Was the respondent given an opportunity to (para 5-8a, AR 15-6):				
a	Be present with his counsel at all open sessions of the board which deal with any matter which concerns that respondent?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b	Examine and object to the introduction of real and documentary evidence including written statements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c	Object to the testimony of witnesses and cross-examine witnesses other than his own?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d	Call witnesses and otherwise introduce evidence?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e	Testify as a witness?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f	Make or have his counsel make a final statement or argument (para 5-9, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14	If requested, did the recorder assist the respondent in obtaining evidence in possession of the Government and in arranging for the presence of witnesses (para 5-8b, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15	Are all of the respondent's requests and objections which were denied indicated in the report of proceedings or in an inclosure or exhibit to it (para 5-11, AR 15-6)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
FOOTNOTES 1/ Explain all negative answers on an attached sheet. 2/ Use of the N/A column constitutes a positive representation that the circumstances described in the question did not occur in this investigation or board.					

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SECTION IV - FINDINGS (para 3-10, AR 15-6)

The (investigating officer) (board) , having carefully considered the evidence, finds

See attached report of investigation.

SECTION V - RECOMMENDATIONS (para 3-11, AR 15-6)

In view of the above findings, the (investigating officer) (board) recommends:

See attached report of investigation.

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SECTION VI - AUTHENTICATION (para 3-17, AR 15-6)

THIS REPORT OF PROCEEDINGS IS COMPLETE AND ACCURATE (If any voting member or the recorder fails to sign here or in Section VII below, indicate the reason in the space where his signature should appear.)

(Recorder)

(Member)

(Member)

(Member)

(Member)

SECTION VII - MINORITY REPORT (para 3-13, AR 15-6)

To the extent indicated in inclosure _____, the undersigned do(es) not concur in the findings and recommendations of the board (In the inclosure identify by number each finding and/or recommendation in which the dissenting member(s) do(es) not concur. State the reasons for disagreement. Additional/substitute findings and/or recommendations may be included in the inclosure.)

(Member)

(Member)

SECTION VIII - ACTION BY APPOINTING AUTHORITY (para 2-3, AR 15-6)

The findings and recommendations of the (investigating officer) (board) are (approved) (disapproved) (approved with following exceptions/substitutions) (If the appointing authority returns the proceedings to the investigating officer or board for further proceedings or corrective action, attach that correspondence (or a summary, if oral) as a numbered inclosure.)

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Report of Investigative Findings and Recommendations Pursuant to Army Regulation 15-6 Arlington National Cemetery Gravesite Accountability

1 Introduction

a. On 23 July 2009, Colonel [REDACTED] in his capacity as Chief of Staff, U.S. Army Military District of Washington, directed the conduct of an informal investigation pursuant to Army Regulation 15-6, to determine the validity of reports that at least one gravesite at Arlington National Cemetery was improperly marked. The appointment order is Appendix 1. An article published by Salon.com on 21 July 2009 (Appendix 2), alleged that in 2003, Arlington National Cemetery (ANC) workers had discovered remains in Section 68, Grave 449, a gravesite that was not marked by a headstone, and was supposedly empty. The appointment order reflected the investigating officer's report of findings would include, at minimum:

- Whether the report that at least one gravesite at ANC was improperly marked was accurate;
- If a gravesite was discovered to be improperly marked, document when the situation was first discovered, and actions management took upon discovery;
- If a gravesite was improperly marked, determine how accountability was lost and the extent of any action to regain accountability and properly mark the grave site;
- Determine, to the extent possible, the identity of improperly interred remains;
- Determine whether procedures currently in place are sufficient to prevent a recurrence of improper site marking;
- Recommend additional measures that should take place to prevent further occurrences.

b. Eyewitness testimony does reflect that in May 2003, while preparing for a burial at Section 68, Grave 449, ANC workers did discover a casket that was not marked by a headstone. This report will address the situation surrounding the discovery, and actions management took to regain accountability and properly mark the gravesite. It will also address whether remains in this unmarked site could be identified. The report will conclude with a consolidated analysis of whether procedures are currently in place to prevent a recurrence of improper site marking, and recommend additional measures to prevent further occurrences.

c. In addition to the investigative findings, this report will review pertinent regulations, as well as general cemetery processes established at ANC, as a basis for investigating officer (IO) recommendations.

d. The chronology of investigative activities is included in Appendix 3.

2. List of Exhibits

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

a. Interviews/Sworn Statements. The IO interviewed 11 members of the ANC staff during the conduct of this informal investigation. Interviews were conducted under oath. Two of these interviews did not render information pertinent to investigative findings, thus were not included in the final report. The written testimony and supporting Privacy Act Statements from nine witnesses are included as exhibits to this report. During this investigation, the IO obtained background information from a member of the Veteran's Administration familiar with National Cemetery operations. The information obtained from this interview was used for comparative analysis, and did not directly support investigative findings.

b. Documents. The IO obtained a total of 22 documents to support investigative findings and recommendations. With the exception of the article at Exhibit 4, and the excerpt from DA Pam 290-5 at Exhibit 6, the original documents are on file at Arlington National Cemetery. The IO also created two documents (Exhibits 7 and 15) to synthesize data associated with the investigative findings. These documents, and supporting written testimony, are listed as numbered exhibits in Appendix 8.

3. Review of Pertinent References

a. 32 CFR, Chapter 5, Part 553 - Army National Cemeteries, dated 1 July 2009 (Extract at Appendix 4). The Code of Federal Regulations (CFR) is the codification of the general and permanent rules published in the Federal Register by the executive departments and agencies of the Federal Government. It is divided into 50 titles that represent broad areas subject to Federal regulation. Each volume of the CFR is updated once each calendar year and is issued on a quarterly basis. Per information posted to the Government Printing Office website, CFR Title 32 (Department of Defense) was revised 1 July 2009. Chapter 5, Part 553, Section 4 states that the Assistant Secretary of the Army for Civil Works (ASA(CW)) is directly responsible to the Secretary of the Army for policy formulation in the administration of the Army National Cemeteries, which include ANC and the Soldiers' and Airmen's Home National Cemetery. It reflects the Adjutant General is responsible for day-to-day administration, operation and maintenance. Specific responsibilities for ANC are delegated to the Commander, Military District of Washington (MDW) in accordance with a Memorandum of Understanding.

b. Headquarters, Department of the Army General Orders Number 13, Army National Cemeteries, 29 October 2004 (Appendix 5). This General Order outlines Department of the Army responsibilities for policy, program, budget, official ceremonies, and day-to-day operations of Army National Cemeteries. A review of this order reflects that the Army National Cemeteries Program is established as a DA civil works activity under the overall supervision of the Under Secretary of the Army. ANC is assigned under the Commander, MDW. The General Order assigns the following responsibilities to Headquarters, DA Offices for the Army National Cemeteries:

FOR OFFICIAL USE ONLY

(1) The Assistant Secretary of the Army (Civil Works) formulates and oversees the program and budget for the Army National Cemeteries, including proposals for placement of memorials and monuments

(2) The Assistant Secretary of the Army (Manpower and Reserve Affairs) formulates interment and inurnment policy

(3) The Chief of Public Affairs formulates and oversees the public affairs policy

(4) The Commander, MDW coordinates all official ceremonies at Arlington National Cemetery, and provides Army military honors for private memorial services and Army ceremonial support for the Army National Cemeteries, including the honor guard at the Tomb of the Unknowns.

(5) The Superintendent, ANC oversees day-to-day execution of the Army National Cemeteries Program, to include administration, operation, and maintenance. The Superintendent is responsible for private ceremonies at the Cemeteries, as well as public ceremonies other than those official ceremonies assigned to the Commander, MDW.

(6) Matters involving areas of responsibility not assigned will be coordinated and presented to the Secretary of the Army or Under Secretary of the Army for decision.

c. Army Regulation (AR) 290-5, Army National Cemeteries, 1 September 1980 (Extract at Appendix 6). This regulation states the authority and assigns the responsibilities for the development, operation, maintenance, and administration of Arlington and Soldier's Home National Cemeteries, a civil works activity of the Department of the Army. Chapter 1, paragraph 1-2 reflects the ASA(CW) is directly responsible to the Secretary of the Army for policy formulation in the administration of the Army National Cemeteries. The Adjutant General Center is responsible for day-to-day administration, operation, and maintenance. AR 290-5, Chapter 4 prescribes biennial inspections (technical, operating, administrative, and inspector general inspections) to be conducted at Army National Cemeteries by the U.S. Army Military District of Washington. It also prescribes technical and operating inspections (on alternate years) to be conducted by the Adjutant General Center. Neither General Orders No. 13, nor the CFR, outlines inspection requirements.

d. DA Pamphlet (DA Pam) 290-5, Administration, Operation, and Maintenance of Army Cemeteries, 1 May 1991 (Extract at Appendix 7). This pamphlet describes the procedures and policies for the administration, operation, and maintenance of Arlington National Cemetery, Soldiers' and Airmen's Home National Cemetery, and Army Post Cemeteries. It is a guide for the Superintendents of the Army's two national cemeteries. A review of this DA Pam reflects it is a guide to aid in discharging duties for the overall cemetery mission. As stated in para 1-1, this pamphlet is a "sole source of reference on cemetery administrative policies, regulations, procedures and technical requirements." Page 1 reflects that the proponent agency for this pamphlet is the U.S. Total Army Personnel Command, and that interim changes to this pamphlet are not official unless

FOR OFFICIAL USE ONLY

they are authenticated by The Adjutant General. Chapter 2, paragraph 2-1 states that the Commander, MDW, under the direction of the ASA(CW), administers, operates and maintains the Arlington and Soldiers' and Airmen's Home National Cemeteries. Under the Commander's supervision, the Superintendent, ANC, takes care of the day-to-day operation, maintenance, and administration of these cemeteries. Citations pertinent to specific findings of this investigation are included in following sections of this report. Of note, there is no published procedure established in DA Pam 290-5 that outlines actions the ANC staff will take if a casket or grave liner is discovered in an unmarked gravesite. Nor is there a published procedure to address actions the ANC staff will take if headstones are discovered to have been placed at the wrong gravesite, or are inscribed with the incorrect gravesite location.

4. ANC Background.

a. Since the first interment of a military service member on 13 May 1864, a total of 330,195 personnel have been laid to rest at Arlington National Cemetery (ANC) (Exhibit 1). In Fiscal Year 2009 (FY09), ANC employees prepared for and conducted between 27 and 30 funerals on an average operating day for decedents meeting eligibility requirements listed in 32 CFR, Chapter 5, Part 553.15. These include in-ground burials (interments), and placement of cremated remains (inurnments) in the columbarium. ANC operates 250 days a year – it is closed on weekends and Federal Holidays - conducting roughly 6,400 scheduled funerals annually.

b. The National Cemeteries Act of 1973 (Public Law 93-43), transferred 82 of then 84 National Cemeteries established under the Secretary of the Army to the Department of Veteran Affairs. The two National Cemeteries that remain under the Department of the Army (DA) are ANC, and the Soldiers' and Airmen's Home National Cemetery. The Veterans Administration currently operates 130 National Cemeteries.

c. As noted in DA Pam 290-5, paragraph 2-2, the ANC budget is developed by the Superintendent, ANC, under guidance of the Assistant Secretary of the Army (Civil Works) (ASA(CW)), and submitted directly to the Office of Management and Budget (OMB). This appropriation is completely separate from the Department of Defense (DoD) appropriation, and is defended before Congress by the Superintendent, ANC, and representatives of the ASA(CW). In FY09, the ANC budget totaled \$36 730 million (Exhibit 2), which included funding to pay the salaries of 95 DA civilian employees.

d. The ANC 10-year resource plan (Exhibit 3) reflects that ANC requested \$3.310 million between FY08 and FY10 to support the development of the Total Cemetery Management System (TCMS). A key component of TCMS is the full automation of interment scheduling services, and gravesite validation that will digitally synchronize data from four separate sources: gravesite index cards, headstone records, cemetery maps, and decedent records of interment (Exhibit 4). As currently planned, the project will incorporate Global Positioning System data to reflect coordinates for actual gravesite locations. To date, ANC has received \$1 885 million for the TCMS effort, with the remaining \$1 425 million projected for allocation in FY10.

FOR OFFICIAL USE ONLY

5 Review of ANC Staff Responsibilities. Under the Office of the Superintendent, there are two primary ANC Divisions that prepare for and conduct daily funerals, and provide quality assurance support: the Administrative Services Division and the Field Operations Division. During background research, the IO compiled a consolidated list of process tasks to clarify specific ANC procedures in use today that are not codified in DA Pam 290-5 (Exhibit 7). During witness interviews, the task list was validated for accuracy by Supervisor, ISB, Supervisor, IOB, Engineering Technician, Cemetery Services Quality Inspector, and Field Operations Division Quality Assurance Specialist

a. Administrative Services Division Resident in this division are the Interment Services Branch (ISB), the Engineering Technician (ET), and the Cemetery Services Quality Inspector

(1) The ISB schedules funerals, verifies interment eligibility, maintains interment records, orders headstones through the VA's Burial Operations Support System (BOSS), and coordinates funeral support (to include honor guards and chaplains). These tasks are executed by the Branch Supervisor and four interment services staff members. Additionally, a staff of nine ISB Cemetery Representatives oversees each funeral service, meeting family members and distinguished visitors, and ensuring the quality and dignity of each funeral service is maintained. Although DA Pam 290-5, paragraph 4-14a reflects that the Superintendent is responsible for the assignment of all cemetery gravesites, the Supervisor, ISB actually designates the cemetery or columbarium section to be used for each funeral, ensuring they are not conducted in close proximity to one another on a given day. The Interment Services Branch Chief oversees the preparation of the daily funeral schedule, and the "Special Sheet" which provides required information for the Field Operations Division to prepare gravesites for funeral services. At the end of each day, the Interment Services Branch consolidates the "Daily Book" which includes the daily funeral schedule and individual records supporting each funeral service. These records are placed in the ANC historical files.

(2) After the Supervisor, ISB selects the cemetery section to be used for a scheduled burial, the ET selects the specific gravesite to be used within that section. The ET verifies a gravesite is available for use by researching its status (e.g. available, obstructed, occupied, reserved) on the paper copy cemetery section gravesite layout plan. If there is any question about the suitability of the gravesite, the ET will physically view the site prior to making the assignment. The ET is responsible for preparing the "Daily Map" which lists all gravesites designated for the day's burials, and for marking/staking the gravesites that indicate where the Field Operations Division equipment operators are to dig.

(3) The duties of the Cemetery Services Quality Inspector (QI) include checking headstones received from the VA to ensure they are placed at the correct gravesite, and that they are inscribed correctly. The QI checks the front of the headstone to ensure decedent information is correctly noted, and the back of the headstone to ensure the

FOR OFFICIAL USE ONLY

section and gravesite location are accurate. Once verified, the QI removes the gravesite Temporary Marker, and enters the headstone "set date" in the VA's BOSS.

b. Field Operations Division. Resident in this Division are the Interment Operations Branch (IOB), and the Quality Assurance Specialist (QA).

(1) The IOB prepares grave and columbarium sites for funerals. For burials, this includes digging the graves indicated on the ET's "Daily Map," to the dimension specifications listed on the ISB "Special Sheet." The equipment operators verify that the staked gravesite is at the location listed on the "Daily Map" and "Special Sheet." The IOB also prepares the gravesite for the funeral: removing dirt, installing artificial turf, laying ladders, setting up tents to protect family members from inclement weather, and installing the Temporary Grave Marker provided by ISB. After the funeral, the IOB staff closes the gravesite.

(2) The IOB QA Specialist ensures that all pre-funeral tasks are completed to standard, and verifies that the Temporary Grave Marker is located at the correct gravesite prior to interment.

6. Review of ANC Records and Reports. DA Pam 290-5 describes a variety of records ANC uses today to document interments.

a. Gravesite layout plans (paragraph 7-4). These show the layout of individual gravesites and consist of one or more sheets delineating the developed area and sections of the cemetery in which interments have been made or authorized. These plans are drawn to scale and show the location of buildings, structures, utilities and drainage lines and other data needed to facilitate and control the accurate layout of gravesites. These plans must be maintained to reflect the current status of each gravesite, whether occupied, reserved, obstructed or available.

b. Grave index cards (paragraph 7-2). ANC maintains an indexed card file for each section of the cemetery in which burials have been made or are authorized. All gravesites in each section, whether occupied, reserved, obstructed, or available are listed in numerical order to correspond with the gravesites indicated on the cemetery section layout plan. As interments are made, entries are made on the grave index card to correspond with decedent information shown on the DA Form 2122, Record of Interment. If there is more than one interment in a single gravesite (service member, spouse(s), eligible children), the grave index card reflects decedent information for all those interred at that site.

c. Record of Interment (paragraph 7-3). The DA Form 2122 is the official record of interment (ROI), and is the basis for ordering headstone markers from the VA. Among the information listed on the ROI is the decedent name, dates of birth/death/interment, gravesite location, depth of grave, type of container (casket, liner), and next of kin. The ROI is filed in a separate indexed card file, listed alphabetically by decedent. The ANC

FOR OFFICIAL USE ONLY

Interment Scheduling System (ISS) is currently used to populate ROI data and print hard copy forms

d. Temporary Grave/Niche Marker (paragraph 4-13) The Temporary Grave Marker, formerly referred to as DA Form 2385, contains decedent information and gravesite location. It is prepared prior to the funeral, and is placed at the gravesite to mark the grave location until a permanent headstone is received from the VA. Once the permanent headstone is installed and validated at the grave site, the temporary marker is destroyed.

e. Interment Tag (not listed in DA Pam 290-5, example at Exhibit 5) ANC began using waterproof interment tags in the early 1990s. The ISB staff prepares the Interment Tag, reflecting decedent name, cemetery section/gravesite, and date of interment. The ISB Cemetery Representative attaches the tag to the casket after the funeral.

f. Monthly Cemetery Utilization Report, (paragraph 7-6). A monthly report prepared by the Supervisor, Administrative Services Division. This monthly snapshot indicates gravesite capacity, as well as interment and disinterment totals for the reporting period. DA Pam 290-5 states that any difference between the number of interments during the month, and the number of gravesites used, will be entered and explained under the remarks section. This report is now automated. An example is Exhibit 1.

7. Potential Scenarios that Could Lead to Loss of Accountability. Before addressing the specifics of what was discovered at Section 68, Grave 449, it is important to review how accountability for a specific interment could be lost, or perceived as lost. IO notes taken during witness testimony reflect possible scenarios:

a. Casket could shift underground (Exhibits 25 and 29) Under the right conditions, such as wet soil and sloping terrain, caskets can shift underground and impact another gravesite. Caskets in cement liners (vaults) are less likely to move underground due to the weight of the container.

b. Headstone could be inscribed with the wrong site location, and be placed at the wrong gravesite (Exhibit 26). Each government-provided headstone is inscribed on the back side with the section and grave number for the interment site. On a few occasions, especially in the older cemetery sections, ANC workers have noted the decedent information on the front side of the markers matched interment records, but the site locations inscribed on the back of the headstones were incorrect. It is plausible that in past years, before the current quality assurance personnel were added to the ANC staff, that a headstone inscribed with an incorrect site location could have been set at the wrong gravesite.

c. Headstones could be improperly placed during reset and realignment (R&R) activities (Exhibit 26). Cemetery sections marked with government-provided headstones undergo periodic R&R to ensure the headstones remain at the proper height and present a uniform appearance. During this process, headstones are removed from the head of the grave, and the ground underneath is either lowered or raised to ensure the headstone

stands at an average height of 24 inches (DA Pam 290-5, paragraph 4-18,e) ANC quality assurance processes used to check section R&R make this scenario unlikely today. However, it is plausible that in past years, a headstone could have been reset within a specific cemetery section at the wrong gravesite.

d. Off-set caskets for sites with multiple interments could encroach on adjoining gravesites. DA Pam 290-5, Figure 4-4 (Exhibit 6) reflects how interments are executed with multiple caskets. For gravesites with three or four caskets, ANC uses an off-set procedure where two caskets are placed side-by-side to fill a 5-foot wide grave. As shown, the left side and right side of the grave is determined standing at the head of the grave, looking to the foot of the grave. Records of Interment and grave index cards reflect burials are Center Line (CL), Right Half of center line (RH), or Left Half of center line (LH). If the caskets are placed outside the five-foot width, a portion may be uncovered or "discovered" when an adjoining grave is dug. Testimony indicates that there have been some instances where caskets interred as RH/LH off-sets have been partially uncovered when graves were dug at adjacent sites (Exhibits 28 and 30). A check of the grave index card and record of interment for the adjoining grave would quickly identify the potential for RH/LH off-set encroachment. Accountability is not actually lost in this case. But, those involved in the burial process that are not aware of the results of the administrative review, may perceive that they uncovered a casket in an unmarked gravesite.

e. Interment could be made at an incorrect location. Although not raised as a possible scenario during witness testimony, it is plausible that a casket identified for a specific burial site could be accidentally interred at an incorrect location. This would be more easily understood if the cemetery section was relatively undeveloped, and burial patterns in that section were not executed in sequential order.

8. Current ANC Processes to Prevent Loss of Accountability. Over its 135-year history, ANC's interment processes have continually evolved. Although we can't go back in time to determine the exact standards that were in place 25, 50 or 100 years ago, there are current processes in place to combat many of the scenarios listed above.

a. Verification of Gravesite Location and Placement of Temporary Grave Marker. After the Supervisor, ISB selects the cemetery section for a specific burial, the ET selects the gravesite to be used within that section. The ISB staff prepares the grave index card, listing the decedent name, interment date, and gravesite location. The ISB staff also prepares the Record of Interment, which also includes the cemetery section and gravesite number, cross referenced with the grave index card. The ISB staff then prepares the Temporary Grave Marker, which lists decedent information and gravesite location. Finally, the ISB staff prepares the Interment Tag, which lists decedent name, gravesite location and interment date. The "Special Sheet" (Exhibit 8) and "Daily Map" (Exhibit 9) are normally produced one to two days in advance, listing all gravesites to be used for a specific day's burials. The Interment Operations Branch Work Leaders verify the gravesite location listed on the "Special Sheet" prior to excavation. The Work Leaders place the Temporary Grave Markers at the gravesite prior to the funeral. The Field

FOR OFFICIAL USE ONLY.

Operations Division Quality Assurance Specialist physically checks the Temporary Grave Marker to ensure it is located at the correct gravesite. The ISB Cemetery Representative assigned to a specific funeral re-verifies the gravesite location on the day of the burial. After the funeral service, the Cemetery Representative attaches the Interment Tag to the casket. ANC began using Interment Tags in the early 1990s as another means of verifying interred remains.

b. Verification of Headstone Placement and Replacement. The ISB staff orders government-provided headstones using the VA's automated Burial Operations Support System (BOSS). Inscription data for each headstone is verified with the Record of Interment, to include decedent information and gravesite location. When a headstone is received, it is checked for damage by an ANC contractor, and set at the gravesite according to the site location inscribed on the back of the headstone. The Cemetery Services Quality Inspector (QI), or member of his staff, then physically checks the condition and placement of each headstone, verifying the site location inscribed on the headstone matches the location on the Temporary Grave Marker. If there are no discrepancies, the QI staff removes the temporary marker, and enters the headstone "set date" in BOSS. When broken or damaged headstones are discovered in the cemetery, they are removed. ISB orders a new headstone, and prepares a Temporary Grave Marker to mark the gravesite. When the replacement headstone arrives, the same quality assurance process is used to set the headstone and verify correct placement before the Temporary Grave Marker is removed.

c. R&R Quality Assurance. Cemetery section R&R is performed by an ANC contractor, in accordance with the contract performance work statement (Exhibit 10). The Cemetery Services QI is the contract officer representative. Contractors remove the headstones and place them vertically at the head of the grave while the realignment work is performed. Headstones are replaced immediately. When the R&R for a cemetery section is complete, the Cemetery Services QI checks the contractor's work by verifying the headstones are replaced in numerical sequence, and ensuring the total number of headstones in the section matches the number reported by the contractor. The IO viewed an R&R in Section 42 on 7 August 2009. The contractors removed each headstone and laid it on top of the gravesite while they excavated the headstone location. The headstone went back in place immediately after excavation. There was no evidence that headstones were being placed in any other location than directly over the grave while work was performed. The process was performed to the standard described in the cemetery Services QI sworn testimony (Exhibit 26).

9. Summary of Investigative Findings. Eyewitness testimony reflects that in May 2003, while preparing for a burial at Section 68, Grave 449, ANC workers did discover a casket that was not marked by a headstone. Additional sworn testimony reflects that in January 2009, ANC workers partially uncovered a casket in Section 42, Grave 1186 that also appeared to be unmarked by a headstone. This section will address the situation surrounding each discovery, actions management took to regain accountability and properly mark the gravesites, and an analysis of whether potential remains in these unmarked sites could be identified.

FOR OFFICIAL USE ONLY.

FOR OFFICIAL USE ONLY

a. Section 68, Grave 449

(1) Discovery of Casket at Unmarked Gravesite. On 21 or 22 May 2003, ANC staff prepared a grave in Section 68 for the interment of Captain [REDACTED] USN. The Daily Schedule for 22 May 2003 reflected the grave assignment for the Semmens funeral was Section 68, Grave 449 (Exhibit 11). The Daily Map also reflected a burial at Section 68, Grave 449 (Exhibit 11). While digging the grave in Section 68, Grave 449, a site not marked with a headstone or temporary marker, the equipment operator uncovered casket, and reported the discovery to [REDACTED] in ISB. She notified the Deputy Superintendent, [REDACTED] (Exhibit 27). Although there are conflicting accounts with regard to who viewed the discovery at Section 68, Grave 449, sworn testimony confirms that the IOB Supervisor, [REDACTED], and the Deputy Superintendent, [REDACTED], went to the gravesite to assess the situation (Exhibits 28 and 29). Both [REDACTED] and [REDACTED] remember seeing a casket in the grave that was not contained in a liner. [REDACTED] testified that there was no visible marker or interment tag on the casket to identify any remains that might be contained therein. [REDACTED] asked ISB to review the grave index card file and cemetery section grave layout plan to determine if either reflected a previous interment at that site. Neither did. After the initial administrative review, [REDACTED] testified that [REDACTED] told him to close the grave. The ISB Supervisor, [REDACTED] reflected that the [REDACTED] burial was moved to an adjacent gravesite, Section 68, Grave 450 (Exhibit 27). [REDACTED] Record of Interment and the grave index card for Section 68, Grave 450 (Exhibit 12) reflect he is interred at that site.

(2) Initial Management Actions. After the grave was closed, [REDACTED] and the ISB staff conducted a check of the grave index cards to determine if the card for Section 68, Grave 449 had been misfiled (Exhibits 27, 29, 30). They checked all grave cards in Section 68, and looked for the grave card in each cemetery section that had a grave numbered 449. ISB checked the historical file Daily Books/Intake Sheets for several months prior to the discovery to determine if there was any record of a recent interment at that site. Neither search resolved whose casket was in Section 68, Grave 449. [REDACTED] testified that he told the Director of Administrative Services, [REDACTED] and [REDACTED] to prepare a Temporary Grave Marker for the site and order a headstone (Exhibits 29 and 30). [REDACTED] also testified he told the Cemetery Superintendent, Mr. Metzler, about the discovery the same day. In his sworn testimony, Mr. Metzler stated he was not made aware of the discovery in Section 68, Grave 449 until 20 July 2009 (Exhibit 31). [REDACTED] stated that he prepared a hand written grave index card for Section 68, Grave 449 that detailed what was discovered, who had knowledge (to include the Superintendent), and the date/time. [REDACTED] testified that [REDACTED] told her to prepare the grave index card for Section 68, Site 449. She verified that the grave index card on file for Section 68, Grave 449 (Exhibit 27) was the one she prepared at the time of discovery. The IO found no evidence of the hand-written grave index card [REDACTED] described in the Section 68 index card file. When asked if a headstone had been ordered at the time of discovery, [REDACTED] stated that she thought [REDACTED] had taken the action, but that apparently the headstone was not

FOR OFFICIAL USE ONLY

ordered at the time (Exhibit 30). Based on conflicting recollections, and the absence of any written documentation, the IO could not confirm if the Superintendent was informed of this discovery in 2003.

(3) Subsequent Management Actions. Mr. Metzler testified that he was made aware of the discovery in Section 68, Grave 449 on 20 July 2009 (Exhibit 31). He directed an extensive review of grave index cards, and a review of historical records between 1979, when interments began in Section 68, and 2003, when the initial discovery occurred.

(a) [REDACTED] and her staff conducted another review of grave index cards to determine if a pre-existing grave index card had been misfiled. This included a review of Section 68 from graves 1 to 500, and a review of grave index cards in every cemetery section between graves 400 and 500 (Exhibit 27). No grave index card for Section 68, Grave 449 was discovered.

(b) The ISB staff checked the VA BOSS database to determine if a headstone had been ordered for Section 68, Grave 449. ANC began ordering headstones through this system in 1999. There was no record of a headstone being ordered for Section 68, Grave 449.

(c) Between 22 and 28 July 2009, a team of ANC employees conducted a search of the Daily Books/intake sheets in the historical files from May 1978 to December 1999, and April to May of 2000 (Exhibit 14). There was no record of a funeral conducted at Section 68, Grave 449.

(d) While the administrative review was ongoing, Mr. Metzler directed a Temporary Grave Marker be placed at the Section 68, Grave 449, and a headstone ordered (Exhibit 31). IO visit to the gravesite on 29 July 2009, confirmed that the grave had been marked with a Temporary Grave Marker.

(4) Review of Burial Pattern Adjacent to Section 68, Grave 449, and Pertinent Interment Records. The IO visited Section 68, Grave 449 on 31 July 2009, to study the burial pattern of adjacent gravesites. These include: Section 68, Grave 448, Section 68, Grave 450; Section 68, Grave 549; and Section 68, Grave 350. These gravesites are represented pictorially at Exhibit 15.

(a) Section 68, Grave 350. The headstone reflects the grave is occupied by [REDACTED] interred in 2004, after the May 2003 discovery of the casket in Section 68, Grave 449.

(b) Section 68, Grave 450. Interment records reflect the grave is occupied by [REDACTED] interred 22 May 2003 (Exhibit 12). This was the gravesite used after the discovery of the casket in Grave 449.

FOR OFFICIAL USE ONLY

(c) Section 68, Grave 448. Interment records reflect the grave is occupied by [REDACTED] interred on 2 March 1988 (Exhibit 16). Casket records show "M/C," reflecting he was buried in a metal casket encased in a concrete liner.

(d) Section 68, Grave 549. Interment records reflect two burials at this gravesite. [REDACTED] interred on 16 May 1980, and [REDACTED] interred on 23 December 1988. Both interment records reflect "Metal/O" or "M/O," reflecting the decedents were interred in a metal casket with no outer case. Neither casket was encased in a liner. (Exhibits 17 and 18)

(5) IO Analysis. This section will review potential scenarios for loss of accountability as applied to the gravesite in Section 68, and provide a potential explanation for the unmarked casket at Grave 449.

(a) Casket could shift underground. If a casket from an adjoining gravesite in Section 68 were to shift underground and impact Grave 449, interment records indicate it could only have done so from Grave 549. The casket in Grave 448 was encased in a liner. Graves 450 and 350 were unoccupied at the time of discovery. The flat terrain in Section 68 would generally not be conducive to producing this effect, but it is a possibility.

(b) Headstone could be inscribed with the wrong site location, and be placed at the wrong gravesite. As indicated, the ANC staff conducted an extensive review of cemetery records, which netted no evidence that a funeral had been conducted at Section 68, Grave 449, nor a headstone ordered for that gravesite. ISB has no records that reflect family member inquiries about a missing headstone at Section 68, Grave 449.

(c) Headstones could be improperly placed during reset and realignment (R&R) activities. Records from the Section 68 R&R, conducted in 2006, reflect there was no headstone in that section inscribed for Grave 449 (Exhibit 19).

(d) Off-set caskets for sites with multiple interments could encroach on adjoining gravesites. Grave 450 was not occupied when the casket was discovered in Grave 449. Records reflect Graves 448 contains a single interment. There is no RH/LH off-set interment to encroach on this gravesite.

(e) Interment could be made at an incorrect location. While there are extensive sets of checks and balances at ANC today to ensure graves are dug and headstones are placed at the correct location, we don't know what processes were in place in the 1980s. It is possible that the casket in Grave 449 is related to a burial in an adjacent gravesite.

1. Witness testimony and historical records indicate that the discovery of a casket in Section 68, Grave 449 did occur on 21 or 22 May 2003, during grave preparations for the [REDACTED] funeral. If the improper interment is related to a burial in an adjacent gravesite, eyewitness testimony that the casket in Grave 449 was not encased in a

FOR OFFICIAL USE ONLY

concrete liner suggests the any interred remains are not those [REDACTED]. Focus should be placed on the burials in Section 68, Grave 549

2 [REDACTED] was interred in 1980, in a then-sparsely populated cemetery section that had recently been put into use. Interment records reflect her grave was dug to a depth of 7 feet, on center line. [REDACTED] records reflect he was interred in the same grave in 1988. Interment records indicate his grave was dug to a depth of 5 feet, on center line. Both were buried in metal caskets with no concrete liners. It is possible that either of them could have been mistakenly interred in Grave 449, which is coincidentally one row in front of Grave 549. It is a unique occurrence in ANC cemetery sections that gravesites, exactly 100 numbers apart, line up one behind the other.

(f) The extensive search of ANC administrative records netted no discovery of an improperly filed grave index card, record of a funeral at Section 68, Site 449, or requisition of a headstone for the gravesite. There have been no inquiries from family members pertaining to the absence of a headstone at that site. Although the IO cannot, with certainty, state that the casket in Section 68, Grave 449 belongs to either Lt Col or [REDACTED] it is a possibility.

b. Section 42, Grave 1186

(1) Discovery of Casket at Unmarked Gravesite. Witness testimony reflects that on 15 January 2009, IOB equipment operators dug into the ground in what was supposed to be an unoccupied grave at Section 42, Grave 1186 to prepare for a funeral. [REDACTED] the equipment operator, stated he struck what appeared to be a grave liner at the site, about 18 inches below the surface (Exhibit 32). [REDACTED] the IOB Supervisor, inspected the site and remembered seeing a casket (Exhibit 28). [REDACTED] the Engineering Technician, was called to the scene, and recalled what he thought to be a metal casket (Exhibit 23). [REDACTED] called the discovery into [REDACTED], and went to locate another gravesite in Section 42 for the pending funeral. The ISB records check revealed a right half of center line interment at Grave 1185 that was partially obstructing Grave 1186. [REDACTED] instructed [REDACTED] to close the gravesite (Exhibit 28). [REDACTED] prepared a hand written grave index card for Section 42, Grave 1186, that stated, "Obstructed" (Exhibits 20 and 34). Although [REDACTED] testified he later remembered seeing a Temporary Grave Marker at the site (Exhibit 27), [REDACTED] testified that no Temporary Grave Marker had been prepared for Section 42, Grave 1186 since there was not an interment at that gravesite (Exhibit 34).

(2) Management Actions. [REDACTED] did not remember if she told either the Superintendent or the Deputy Superintendent about the obstructed gravesite in Section 42, Grave 1186 when the discovery took place. She remembered getting instructions to prepare the grave index card (Exhibit 34). [REDACTED] stated he was not aware of a specific finding in Section 42, Grave 1186, although there had been situations over the years where graves had been opened and caskets encroaching from adjacent graves had been discovered (Exhibit 29). [REDACTED] did present the information to Mr. Metzler on

FOR OFFICIAL USE ONLY

18 August 2009. He directed [REDACTED] to prepare a revised grave index card that more clearly articulated the obstruction at Section 42, Grave 1186 (Exhibits 21/34).

(3) Review of Burial Pattern Adjacent to Section 42, Grave 1186, and Pertinent Interment Records. The IO visited Section 42, Graves 1185 and 1186 to review burial patterns on 7 August 2009. Standing at the headstone of Grave 1185, looking to the foot of the grave, Grave 1186 is to the right. Interment records reflect three burials at Section 42, Grave 1185: [REDACTED] (minor daughter), interred on 31 August 1960; AERM2 [REDACTED] interred on 24 April 1996; and [REDACTED] (wife), interred on 7 September 2007 (Exhibit 22).

(4) IO Analysis. Interment records reflect [REDACTED] grave was dug to a depth of 7 feet, on center line. [REDACTED]'s records reflect he was interred in the same grave at a depth of 5 feet, on center line, in a metal casket encased in a concrete liner. Per burial policy in 1960 when [REDACTED] was interred, [REDACTED] was authorized to reserve the adjoining grave for his and his wife's interment. [REDACTED] ROI reflects he elected to reserve Grave 1186. However, in 1996, it appears the family elected to bury him in the same grave as his daughter, reserving Grave 1186 for [REDACTED] interment. Had the family decided at that time that all three family members would be at some point be interred in Grave 1185, [REDACTED] burial would have been at a depth of 5 feet, either left half or right half of center line, to make room for his wife's subsequent interment. ANC continued to reserve Section 42, Grave 1186 for [REDACTED]. [REDACTED] interment records reflect that the family requested her burial in Grave 1185, rather than Grave 1186. Her casket was interred in Grave 1185 at a depth of five feet, with a right half off-set. But because her husband's concrete liner was on center line, [REDACTED] casket was farther off-set to the right than normal. Since technically, [REDACTED] was interred in Section 42, Grave 1185, there was no indication in the grave index card file or on the gravesite layout plan that there would be any type of obstruction in Section 42, Grave 1186. Although one of the eyewitnesses remembers seeing a liner, and two recall seeing a casket, the reported depth of the discovery is consistent with a 5-foot grave. That [REDACTED] casket was partially uncovered during excavation at Section 42, Grave 1186, is a logical explanation.

c. Conclusions. Based on witness testimony and documentary evidence, the IO finds:

(1) The grave in Section 68, Grave 449 was improperly marked. Between May 2003 and July 2009, there is no evidence that a temporary grave marker or a permanent headstone was prepared or placed at the gravesite where a casket was known by ANC staff members to be interred.

(2) Upon initial discovery of a casket in Section 68, Grave 449 on 21 or 22 May 2003, the Deputy Superintendent checked to see if the casket contained any external markings that would identify the decedent. The Deputy Superintendent gave instructions to close the gravesite. The Deputy Superintendent and ISB Supervisor conducted an administrative review of Section 68 grave index cards, and spot checked other cemetery sections with a graves numbered 449, to determine if a card for Section 68, Grave 449

FOR OFFICIAL USE ONLY

had been misfiled. When these checks did not identify the decedent in Section 68, Grave 449, the Deputy Superintendent gave instructions to place a temporary marker at the site and order a headstone. The ISB Supervisor prepared and filed a grave index card that indicated there was a casket in the gravesite. A headstone for Section 68, Grave 449 was not ordered at that time. Based on conflicting sworn testimony, the absence of any written documentation, and lack of eyewitnesses to a conversation that may have taken place between the Deputy Superintendent and Superintendent, the IO could not confirm if the Superintendent was informed of this discovery in 2003.

(3) In July 2009, the Superintendent was aware of the discovery and attempted to re-establish accountability through administrative means. He directed a comprehensive review of cemetery records from 1979 to 1999, and a search of automated headstone records from 1999 to 2009, to determine the identity of a potential decedent in Section 68, Grave 449. In the interim, the Superintendent ensured that a Temporary Grave Marker was placed at the gravesite, pending receipt of a permanent headstone.

(4) The IO could not determine the identity of a potential decedent in Section 68, Grave 449. Since the interment could have occurred at any time between 1979 and 2003, the IO was not able to discern, with certainty, how accountability for this particular interment was lost.

(5) Current processes appear to contain sufficient rigor to prevent future loss of interment accountability. Checks and balances exist today in both ISB and IOB to prevent an interment at a site other than the one listed on decedent interment records. Quality Assurance personnel check the placement of Temporary Grave Markers and headstones. Quality Inspectors monitor and check cemetery section R&R to ensure headstones are not misplaced or reset incorrectly. The addition of Quality Assurance Representatives in the Administrative Services Division and Field Operations Division, and incorporation of Interment Tags to visually identify caskets, indicate how ANC management continues to evolve and improve accountability processes. The automation of ISB paper records as part of TCMS should further improve the accuracy of cemetery records.

(6) Although processes appear to be sound, current gravesite selection practices are not codified. Executing sequential burials to the maximum extent possible in the newer cemetery sections would help ensure gravesites are accurately identified for use. Documenting the procedures required to thoroughly analyze burial patterns at adjacent gravesites in order to identify potential encroachment, could reduce the instances of inadvertently uncovering LH/RH off-set caskets during excavation.

(7) ANC lacks written procedures that direct specific actions the Superintendent, Deputy Superintendent, or staff will take if caskets are discovered in an unmarked/available gravesite. Similarly, there are no written procedures that govern actions the Superintendent, Deputy Superintendent or staff will take to thoroughly document situations where caskets are discovered to have encroached into adjacent gravesites. As reflected at Exhibit 1, there have been over 279,800 in-ground interments at ANC since

FOR OFFICIAL USE ONLY

1864 As the TCMS initiative to verify gravesites progresses, administrative discrepancies that have occurred in past years may surface. ANC management needs to be prepared to address these discrepancies, if discovered

(8) As indicated in the review of current regulations, there is no consensus between the 32 CFR Ch 5 Part 553, General Orders Number 13, AR 290-5, and DA Pam 290-5, that identifies a single proponent responsible for updating regulatory guidance to ensure uniformity of policy and procedure

(9) Although AR 290-5, last updated in 1981, states that ANC will undergo periodic Command and Inspector General inspections to evaluate technical, operating, and administrative processes, General Orders No. 13 does not assign responsibility to any DA entity to execute a periodic inspection program at ANC.

(10) Over the past 10 years, the average number of annual burials at ANC has risen from 3604 in FY98, to 4377 in FY08 (Exhibit 23). The number of civilian employees on the ANC staff has decreased over the same period from 117 to 95 (Exhibit 24). During this investigation, the IO observed that the ISB workload is particularly heavy. [REDACTED] has a staff of four employees to schedule 135 to 150 funerals every week, and maintain all interment records. If fully manned, the ISB's nine Cemetery Representatives coordinate and execute three to four funerals each day. A manpower assessment may be warranted to determine if the ANC staff is sized appropriately for the mission.

9 Recommendations.

a. To regain accountability of the potential remains interred in Section 68, Grave 449, the IO recommends that the Superintendent, ANC seek authority to take invasive measures to determine if the casket, or remains contained therein, can be positively identified. If feasible, confirm the presence of two caskets in Section 68, Site 549 during excavation.

b. To establish uniformity of process and practice, the IO recommends the Superintendent publish an ANC policy document that outlines specific actions ANC staff members will take if equipment operators discover caskets or liners in what had been designated as an available gravesite. If determined appropriate, forward to the Assistant Secretary of the Army (Manpower and Reserve Affairs) for incorporation in the next revision of DA Pam 290-5

c. To ensure adequacy of technical, administrative and operating processes, the IO recommends the Commander, MDW coordinate with the ASA(CW) to determine the appropriate agency to re-initiate periodic inspections of the Army's National Cemeteries. If MDW is the appropriate agency, recommend an inspection of ANC be included in the MDW FY10 Command Inspection Program.

FOR OFFICIAL USE ONLY

d To ensure ANC is adequately staffed to accomplish all technical, administrative and operating tasks, the IO recommends the Commander, MDW request a DA manpower survey for ANC.

§ 553.1

32 CFR Ch. V (7-1-09 Edition)

AUTHORITY: 24 U.S.C. Ch. 7.

SOURCE: 42 FR 25726, May 19, 1977, unless otherwise noted.

§ 553.1 Purpose.

The following specifies the authority and assigns the responsibilities for the development, operation, maintenance, and administration of the Arlington and Soldiers' Home National Cemeteries, a civil works activity of the Department of the Army.

§ 553.2 Statutory authority.

Basic statutory authority pertaining to the Army national cemeteries is in chapter 7, title 24, United States Code, entitled "National Cemeteries." Many of the provisions of this chapter were repealed by section 7(a) of the National Cemeteries Act of 1973 (Pub. L. 93-43, 18 June 1973, 38 U.S.C. 1000 *et seq.*); but section 7(b) provides that nothing in this section shall be deemed to affect in any manner the functions, powers, and duties of the Secretary of the Army with respect to Arlington and Soldiers' Home National Cemeteries.

§ 553.3 Scope and applicability.

(a) *Scope.* The development, operation, maintenance, and administration of Arlington National Cemetery and the Soldiers' Home National Cemetery are governed by this part and TM 10-287. AR 210-190 assigns responsibilities for the operation, maintenance, and administration of Army post cemeteries.

(b) *Applicability.* The provisions of AR 290-5 are applicable to active and retired members of the Armed Forces, certain disabled veterans, and veterans who were awarded certain military decorations.

§ 553.4 Responsibilities.

The Army national cemeteries, consisting of the Arlington National Cemetery, Arlington, Virginia, and Soldiers' Home National Cemetery, Washington, DC, are under the jurisdiction of the Department of the Army. The Assistant Secretary of the Army for Civil Works is directly responsible to the Secretary of the Army for policy formulation in the administration of these cemeteries. The Adjutant General is responsible for their day-to-day

administration, operation, and maintenance. Specific responsibilities for Arlington and Soldiers' Home National Cemeteries are delegated to the Commander, Military District of Washington in accordance with a Memorandum of Understanding.

§ 553.5 Federal jurisdiction.

Where the State legislature has given the consent of that State to purchase the land which now comprises an Army national cemetery, the jurisdiction and power of legislation of the United States over Army national cemeteries will, in all courts and places, be held to be the same as is granted by Section 8, Article I, Constitution of the United States.

§ 553.6 Donations.

(a) *Policy.* Under Department of the Army policy, proffered donations or gifts for beautifying Army national cemeteries may be accepted from legitimate societies and organizations or from reputable individuals, subject to the following provisions:

(1) The society, organization, or individual does not associate the name of the Department of the Army in any way with soliciting for the donation or gift.

(2) Delivery is made to the cemetery or to another point designated by the Department of the Army without expense to the Government.

(3) Installing, constructing, placing, or planting is in keeping with the planned development of the cemetery and the donor agrees to the use of the gift at any designated place within the cemetery.

(4) The donor is not permitted to affix any commemorative tablet or plaque to the items donated or to place one in the cemetery or elsewhere on Department of the Army property.

(b) *Processing.* All proffers of donations to Army national cemeteries will be referred to The Adjutant General with the recommendation of the cemetery superintendent as to the action to be taken.

(c) *Conditional gifts.* The Secretary of the Army is authorized, at his discretion, to accept, receive, hold, administer, and expend any gift, devise, or bequest of real or personal property on

condition that the item be used for the benefit of, or in connection with, the operation maintenance, or administration of the two national cemeteries under the jurisdiction of the Department of the Army. The Adjutant General will take appropriate action on conditional gifts as prescribed in AR 1-100.

(d) *Unconditional gifts.* All proffers or donations of gifts which are unconditional will be accompanied by a report stating all material facts in connection with the source, nature, and purpose of the gift.

§ 553.7 Design and layout of Army national cemeteries.

(a) General cemetery layout plans, landscape planting plans and gravesite layout plans for Army national cemeteries will be maintained by The Adjutant General.

(b) New burial sections will be opened and prepared for burials only with the approval of The Adjutant General and after types and sizes of monuments on permanent sites have been established.

§ 553.8 Arlington Memorial Amphitheater.

(a) The Act of 2 September 1960 (74 Stat; 24 U.S.C. 295a) provides that the Secretary of Defense or his designee may send to Congress or his designee may send to Congress in January of each year recommendations on the memorials to be erected and the remains of deceased members of the Armed Forces to be entombed in the Arlington Memorial Amphitheater in Arlington National Cemetery. The Act further provides that—

(1) No memorial may be erected and no remains may be entombed in the Arlington Memorial Amphitheater unless specifically authorized by Congress;

(2) The character, design, or location of any memorial authorized by Congress is subject to the approval of the Secretary of Defense or of his designee.

(b) Under the provisions of the Act of 2 September 1960, the Secretary of the Army has been designated to act in behalf of the Secretary of Defense.

(c) The Department of the Army will seek the advice of the Commission of Fine Arts concerning any requests relative to inscriptions or memorials

within the Arlington Memorial Amphitheater.

§ 553.9 Power of arrest.

The superintendents of Army national cemeteries are authorized to arrest any person who willfully destroys, cuts, breaks, injures, or removes any tree, shrub, or plant within the limits of the cemetery and to bring that person before any United States magistrate or judge of any district court of the United States within any State or district where the cemeteries are situated, to hold that person to answer for the misdemeanor, and then and there to make a complaint in due form.

§ 553.10 Solicitations.

Solicitations to the public of any type of business including the sale of souvenirs and refreshments within the cemetery are prohibited. Violators who do not leave when so ordered or who unlawfully reenter the cemetery after being evicted will be subject to prosecution.

§ 553.11 Procurement.

Cemetery supplies and services will be procured in accordance with the provisions of the Armed Services Procurement Regulation (ASPR) and the Army Procurement Procedure (APP).

§ 553.12 Encroachments and revocable licenses.

(a) *Encroachments.* No railroads will be permitted upon the right-of-way acquired by the United States leading to Arlington or Soldiers' Home National Cemetery or to encroach upon any roads or walks thereon and maintained by the United States.

(b) *Revocable licenses.* The construction or erection of poles and lines (including underground lines) for transmitting and distributing electric power or for telephone and telegraph purposes, as well as water and sewer pipes, will not be permitted without the authority of the Department of the Army. Requests for revocable licenses to construct water, gas, or sewer lines or other appurtenances on or across the cemetery or an approach road in which the Government has a right-of-way or fee simple title or other interest will be submitted for final action to

the cemetery superintendent with a complete description of the privilege desired and a map showing the location of the project on the roadway in question. The superintendent will forward the application and inclosures with his comments and recommendation to Headquarters, Department of the Army.

§ 553.13 Standards of construction, maintenance, and operations.

The following standards of the Department of the Army will be observed in the development, operation, maintenance, administration, and support of Army national cemeteries and will be considered in relation to budgetary reviews within the Department of the Army:

(a) As permanent national shrines provided by a grateful nation to the honored dead of the Armed Forces of the United States, the standards for construction, maintenance, and operation of Army national cemeteries will be commensurate with the high purpose to which they are dedicated.

(b) Structures and facilities provided for Army cemeteries will be permanent in nature and of a scope, dignity, and aesthetic design suitable to the purpose for which they are intended.

(c) Cemeteries will be beautified by landscaping and by means of special features based on the historical aspects, location, or other factors of major significance.

(d) Accommodations and services provided to the next of kin of the honored dead and to the general public will be of high order.

§ 553.14 Authority for interments.

The Act of 14 May 1948 (62 Stat. 234), as amended by the Act of 14 September 1959 (73 Stat. 547; 24 U.S.C. 281), and other laws specifically cited in this part authorize burial in Arlington and Soldiers' Home National Cemeteries under such regulations as the Secretary of the Army may, with the approval of the Secretary of Defense, prescribe.

§ 553.15 Persons eligible for burial in Arlington National Cemetery.

(a) Any active duty member of the Armed Forces (except those members

serving on active duty for training only).

(b) Any retired member of the Armed Forces. A retired member of the Armed Forces, in the context of this paragraph, is a retired member of the Army, Navy, Air Force, Marine Corps, Coast Guard, or a Reserve component who has served on active duty (other than for training), is carried on an official retired list, and is entitled to receive retired pay stemming from service in the Armed Forces. If, at the time of death, a retired member of the Armed Forces is not entitled to receive retired pay stemming from his service in the Armed Forces until some future date, the retired member will not be eligible for burial.

(c) Any former member of the Armed Forces separated for physical disability prior to 1 October 1949 who has served on active duty (other than for training) and who would have been eligible for retirement under the provisions of 10 U.S.C. 1201 had that statute been in effect on the date of his separation.

(d) Any former member of the Armed Forces whose last active duty (other than for training) military service terminated honorably and who has been awarded one of the following decorations:

- (1) Medal of Honor.
- (2) Distinguished Service Cross (Air Force Cross or Navy Cross).
- (3) Distinguished Service Medal.
- (4) Silver Star.
- (5) Purple Heart.

(e) Persons who have held any of the following positions, provided their last period of active duty (other than for training) as a member of the Armed Forces terminated honorably:

- (1) An elective office of the United States Government.
- (2) Office of the Chief Justice of the United States or of an Associate Justice of the Supreme Court of the United States.
- (3) An office listed in 5 U.S.C. 5312 or 5 U.S.C. 5313.

(4) The Chief of a mission who was at any time during his tenure classified in class I under the provisions of 411 of the Act of 13 August 1946, 60 Stat. 1002, as amended (22 U.S.C. 866, 1964 ed.).

(f) Any former prisoner of war who, while a prisoner of war, served honorably in the active military, naval, or air service, whose last period of active military, naval, or air service terminated honorably and who died on or after November 30, 1993.

(1) The term "former prisoner of war" means a person who, while serving in the active military, naval, or air service, was forcibly detained or interned in line of duty—

(i) By an enemy government or its agents, or a hostile force, during a period of war; or

(ii) By a foreign government or its agents, or a hostile force, under circumstances which the Secretary of Veterans Affairs finds to have been comparable to the circumstances under which persons have generally been forcibly detained or interned by enemy governments during periods of war.

(2) The term "active military, naval, or air service" includes active duty, any period of active duty for training during which the individual concerned was disabled or died from a disease or injury incurred or aggravated in line of duty, and any period of inactive duty training during which the individual concerned was disabled or died from an injury incurred or aggravated in line of duty.

(g) The spouse, widow or widower, minor child and, at the discretion of the Secretary of the Army, unmarried adult child of any of the persons listed above.

(1) The term "spouse" refers to a widow or widower of an eligible member, including the widow or widower of a member of the Armed Forces who was lost or buried at sea or officially determined to be permanently absent in a status of missing or missing in action. A surviving spouse who has remarried and whose remarriage is void, terminated by death, or dissolved by annulment or divorce by a court with basic authority to render such decrees regains eligibility for burial in Arlington National Cemetery unless it is determined that the decree of annulment or divorce was secured through fraud or collusion.

(2) An unmarried adult child may be interred in the same grave in which the parent has been or will be interred,

provided that child was incapable of self-support up to the time of death because of physical or mental condition. At the time of death of an adult child, a request for interment will be submitted to the Superintendent of Arlington National Cemetery. The request must be accompanied by a notarized statement from an individual who has direct knowledge as to the marital status, degree of dependency of the deceased child, the name of that child's parent, and the military service upon which the burial is being requested. A certificate of a physician who has attended the decedent as to the nature and duration of the physical and/or mental disability must also accompany the request for interment.

(h) Widows or widowers of service members who are interred in Arlington National Cemetery as part of a group burial may be interred in the same cemetery but not in the same grave.

(i) The surviving spouse, minor child, and, at the discretion of the Secretary of the Army, unmarried adult child of any person already buried in Arlington.

(j) The parents of a minor child or unmarried adult child whose remains, based on the eligibility of a parent, are already buried in Arlington National Cemetery.

[42 FR 25725, May 19, 1977, as amended at 59 FR 60559, Nov. 25, 1994]

§ 553.15a Persons eligible for inurnment of cremated remains in Columbarium in Arlington National Cemetery.

(a) Any member of the Armed Forces who dies on active duty.

(b) Any former member of the Armed Forces who served on active duty (other than for training) and whose last service terminated honorably.

(c) Any member of a Reserve component of the Armed Forces, and any member of the Army National Guard or the Air National Guard, whose death occurs under honorable conditions while he is on active duty for training or performing full-time service; performing authorized travel to or from that duty or service; or is on authorized inactive duty training including training performed as a member of the Army National Guard or the Air National Guard. Also included are those

members whose deaths occur while hospitalized or undergoing treatment at the expense of the United States for injury or disease contracted or incurred under honorable conditions while on that duty or service or performing that travel or inactive duty training.

(d) Any member of the Reserve Officers' Training Corps of the Army, Navy, or Air Force whose death occurs under honorable conditions while attending an authorized training camp or on an authorized practice cruise, performing authorized travel to or from that camp or cruise, or hospitalized or undergoing treatment at the expense of the United States for injury or disease contracted or incurred under honorable conditions while attending that camp or cruise, performing that travel, or undergoing that hospitalization or treatment at the expense of the United States.

(e) Any former prisoner of war who, while a prisoner of war, served honorably in the active military, naval, or air service, whose last period of active military, naval, or air service terminated honorably and who died on or after November 30, 1993.

(1) The term "former prisoner of war" means a person who, while serving in the active military, naval, or air service, was forcibly detained or interned in line of duty—

(i) By an enemy government or its agents, or a hostile force, during a period of war; or

(ii) By a foreign government or its agents, or a hostile force, under circumstances which the Secretary of Veterans Affairs finds to have been comparable to the circumstances under which persons have generally been forcibly detained or interned by enemy governments during periods of war.

(2) The term "active military, naval, or air service" includes active duty, any period of active duty for training during which the individual concerned was disabled or died from a disease or injury incurred or aggravated in line of duty, and any period of inactive duty training during which the individual concerned was disabled or died from an injury incurred or aggravated in line of duty.

(f) Any citizen of the United States who, during any war in which the

United States has been or may hereafter be engaged, served in the Armed Forces of any government allied with the United States during that war, whose last active service terminated honorably by death or otherwise, and who was a citizen of the United States at the time of entry on such service and at the time of death.

(g) Commissioned officers, United States Coast and Geodetic Survey (now National Oceanic and Atmospheric Administration) who die during or subsequent to the service specified in the following categories and whose last service terminated honorably:

(1) Assignment to areas of immediate military hazard.

(2) Served in the Philippine Islands on December 7, 1941.

(3) Transferred to the Department of the Army or the Department of the Navy under certain statutes.

(h) Any commissioned officer of the United States Public Health Service who served on full-time duty on or after July 29, 1945, if the service falls within the meaning of active duty for training as defined in 38 U.S.C. 101(22) or inactive duty training as defined in 38 U.S.C. 101(23) and whose death resulted from a disease or injury incurred or aggravated in line of duty. Also, any commissioned officer of the Regular or Reserve Corps of the Public Health Service who performed active service prior to July 29, 1945 in time of war; on detail for duty with the Armed Forces; or while the service was part of the military forces of the United States pursuant to Executive order of the President.

(i) Spouses, minor children, and dependent adult children of the persons listed above.

(24 U.S.C. 281)

[43 FR 35043, Aug. 8, 1978, as amended at 59 FR 60559, Nov. 25, 1994; 60 FR 6305, Feb. 14, 1995]

§ 553.16 Persons eligible for burial in Soldiers' Home National Cemetery.

The Board of Commissioners of the US Soldiers' and Airmen's Home will prescribe rules governing burial in the Soldiers' Home National Cemetery.

§ 553.17 Persons ineligible for burial in an Army national cemetery.

(a) A father, mother, brother, sister, and in-law is not eligible for interment by reason of relationship to an eligible service person even though he/she is dependent upon the service member for support and/or is a member of his/her household.

(b) A person whose last separation from one of the Armed Forces was under other-than-honorable conditions is not eligible for burial even though he may have received veterans benefits, treatment at a Veterans Administration hospital or died in such a hospital.

(c) A person who has volunteered for service with the Armed Forces but has not actually entered on active duty.

(d) Nonservice-connected spouses who have been divorced from the service-connected members or who have remarried after the interment of the service-connected spouse and whose remarriage is still valid are not eligible because of the decedent's service.

(e) Dependents are not eligible for burial in Arlington National Cemetery unless the Service-connected family member has been or will be interred in that cemetery. This does not apply to widows or widowers of members of the Armed Forces lost or buried at sea or officially determined to be permanently absent in a status of missing or missing in action.

§ 553.18 Assignment of gravesites.

(a) Under present policy of the Department of the Army, only one gravesite is authorized for the burial of a service member and eligible family members.

(b) Gravesites will not be reserved.

(c) Gravesite reservations made in writing before the one-gravesite-per-family unit policy was established will remain in effect as long as the reservee remains eligible for burial in Arlington.

§ 553.19 Disinterments.

(a) Interments in Arlington National Cemetery of eligible decedents are considered permanent and final, and disinterments will be permitted only for cogent reasons. Disinterments and removal of remains will be approved only when all living close relatives of the

decedent give their written consent or when a court order directs the disinterment.

(b) All requests for authority to disinter remains will include the following information:

(1) A full statement of reasons for the proposed disinterment.

(2) Notarized statements by all close living relatives of the decedent that they interpose no objection to the proposed disinterment. "Close relatives" are widow or widower, parents, adult brothers and sisters, and adult children of the decedent and will include the person who directed the initial interment, if living, even though the legal relationship of that person to the decedent may have changed.

(3) A sworn statement by a person who knows that those who supplied affidavits comprise all the living close relatives of the deceased, including the person who directed the initial interment.

(c) In lieu of the documents required, an order of a court of competent jurisdiction will be recognized. The Department of the Army or officials of the cemetery should not be made a party or parties to the court action since this is a matter that concerns the family members involved.

(d) Any disinterment that may be authorized under this paragraph must be accomplished without expense to the Government.

§ 553.20 Headstones and markers.

All graves in Army national cemeteries will be appropriately marked in accordance with 24 U.S.C. 279. Government headstones and markers are provided by the Veterans Administration in accordance with the provisions of the National Cemeteries Act of 1973. When requested by the next of kin, an appropriate memorial headstone or marker will be furnished by the Veterans Administration and erected by cemetery personnel in a memorial section of the cemetery which has been set aside for this purpose. Headstones will be of white marble, upright slab design.

§ 553.21 Monuments and inscriptions at private expense.

(a) The erection of markers and monuments at private expense to mark graves in lieu of Government headstones and markers is permitted only in sections of Arlington National Cemetery in which private monuments and markers were authorized as of 1 January 1947. These monuments will be of simple design, dignified, and appropriate to a military cemetery. The name of the person(s) or the name of an organization, fraternity, or society responsible for the purchase and erection of the marker will not be permitted on the marker or anywhere else in the cemetery. Approval for the erection of a private monument will be given with the understanding that the purchaser will make provision for its future maintenance in the event repairs are necessary. The Department of the Army will not be liable for maintenance of or damage to the monument.

(b) Where a monument has been erected to an individual interred in Arlington National Cemetery and the next of kin desires to have inscribed on it the name and appropriate data pertaining to a deceased spouse, parent, son, daughter, brother, or sister whose remains have not been recovered and who would have been eligible in their own right for burial in Arlington, such inscriptions may be incised on the monument at no expense to the Government. The words "In Memoriam" or "In Memory Of" are mandatory elements of these inscriptions.

(c) Except as may be authorized for marking group burials, ledger monuments of freestanding cross design, narrow shafts, mausoleums, or over-ground vaults are prohibited. Under-ground vaults may be placed at private expense, if desired, at the time of interment.

(d) Specific instructions concerning private monuments and markers are contained in TM 10-287.

§ 553.22 Visitors' rules for the Arlington National Cemetery.

(a) *Purpose.* The rules of this section define the standards of conduct required of all visitors to the Arlington National Cemetery, Arlington, Virginia. Applicable Army regulations and

directives should be consulted for all other matters not within the scope of these rules.

(b) *Scope.* Pursuant to title 40 United States Code, sections 318a and 486, and based upon delegations of authority from the Administrator, General Services Administration, the Secretary of Defense, and the Secretary of the Army, this section applies to all Federal property within the charge and control of the Superintendent, Arlington National Cemetery, and to all persons entering in or on such property. At the discretion of the Secretary of the Army, any person or organization that violates any of the provisions of paragraphs (d), (e), (f), (g), and (h), or (i) of this section may be barred from conducting memorial services and ceremonies within the Cemetery for two years from the date of such violation. Any such person shall also be subject to the penalties set out in title 40, United States Code section 318c.

(c) *Definitions.* When used in this section:

(1) The term *memorial service or ceremony* means any formal group activity conducted within the Arlington National Cemetery grounds intended to honor the memory of a person or persons interred in the Cemetery or those dying in the military service of the United States or its allies. "Memorial service or ceremony" includes a "private memorial service," "public memorial service," "public wreath laying ceremony" and "official ceremony" as defined in this section.

(2) The term *official ceremony* means a memorial service or ceremony approved by the Commanding General, Military District of Washington, in which the primary participants are authorized representatives of the United States Government, a state government, a foreign country, or an international organization who are participating in an official capacity.

(3) The term *private memorial service* means a memorial service or ceremony, other than an official ceremony, conducted at a private gravesite within Arlington National Cemetery by a group of relatives and/or friends of the person interred or to be interred at

that gravesite. Private memorial services may be closed to members of the public.

(4) The term *public memorial service* means a ceremony, other than an official ceremony, conducted by members of the public at the Arlington Memorial Amphitheater, the Confederate Memorial, the Mast of the Maine, the John F. Kennedy Grave or at an historic shrine or at a gravesite within Arlington National Cemetery designated by the Superintendent, Arlington National Cemetery. All public memorial services are open to any member of the public to observe.

(5) The term *public wreath laying ceremony* means a brief ceremony, other than an official ceremony, in which members of the public, assisted by members of the Tomb Guard, present a wreath or similar memento, approved by the Superintendent or Commanding General, at the tomb and plaza area of the Tomb of the Unknown Soldier (also known as the Tomb of the Unknowns). Participants follow the instructions of the Tomb Guards, Superintendent and Commanding General in carrying out the presentation. The ceremony is open to any member of the public to observe.

(6) The term *Superintendent* means the Superintendent, Arlington National Cemetery or his representative.

(7) The term *Commanding General*, means the Commanding General, U.S. Army Military District of Washington or his representative.

(d) *Visitors' hours.* Visitors' hours shall be established by the Superintendent and posted in conspicuous places. Unless otherwise posted or announced by the Superintendent, visitors will be admitted during the following hours:

October through March--8 a.m. through 6 p.m.

April through September--8 a.m. through 7 p.m.

No visitor shall enter or remain in the Cemetery beyond the time established by the applicable visitors' hours.

(e) *Destruction or Removal of Property.* No person shall willfully destroy, damage, mutilate or remove any monument, gravestone, structure, tree, shrub, plant or other property located within the Cemetery grounds.

(f) *Conduct within the Cemetery.* Because Arlington National Cemetery is a shrine to the honored dead of the Armed Forces of the United States and because certain acts, appropriate elsewhere, are not appropriate in the Cemetery, all visitors, including persons attending or taking part in memorial services and ceremonies, shall observe proper standards of decorum and decency while within the Cemetery grounds. Specifically, no person shall:

(1) Conduct any memorial service or ceremony within the Cemetery, except private memorial services, without the prior approval of the Superintendent or Commanding General. All memorial services and ceremonies shall be conducted in accordance with the rules established in paragraph (h) and, except for official ceremonies, paragraph (i) of this section. Official ceremonies shall be conducted in accordance with guidance and procedures established by the Commanding General;

(2) Engage in any picketing, demonstration or similar conduct within the Cemetery grounds;

(3) Engage in any orations, speeches, or similar conduct to assembled groups of people, unless the oration is part of a memorial service or ceremony authorized by this section;

(4) Display any placards, banners, flags or similar devices within the Cemetery grounds, unless, in the case of a flag, use of the same is approved by the Superintendent or Commanding General and is part of a memorial service or ceremony authorized by this section;

(5) Distribute any handbill, pamphlet, leaflet, or other written or printed matter within the Cemetery grounds except that a program may be distributed if approved by the Superintendent or Commanding General and such distribution is a part of a memorial service or ceremony authorized by this section;

(6) Allow any dog, cat, or other pet to run loose within the Cemetery grounds;

(7) Use the Cemetery grounds for recreational activities such as sports, athletics, or picnics;

(8) Ride a bicycle within Cemetery grounds except on Meigs Drive, Sherman Drive and Schley Drive or as otherwise authorized by the Superintendent under this subparagraph. All other bicycle traffic will be directed to the Visitors' Center where bicycle racks are provided. Exceptions for bicycle touring groups may be authorized in advance and in writing by the Superintendent. An individual visiting a relative's gravesite may be issued a temporary pass by the Superintendent to permit him to proceed directly to and from the gravesite by bicycle;

(9) Deposit or throw litter on Cemetery grounds;

(10) Play any radio, tape recorder, or musical instrument, or use any loud-speaker within the Cemetery grounds unless use of the same is approved by the Superintendent or Commanding General and is part of a memorial service or ceremony authorized by this section;

(11) Drive any motor vehicle within Arlington National Cemetery in excess of twenty miles per hour or such lesser speed limit as the Superintendent posts;

(12) Park any motor vehicle in any area on the Cemetery grounds designated by the Superintendent as a no parking area; or leave any vehicle in the Visitors' Center Parking Lot at the Cemetery beyond two hours;

(13) Engage in any disorderly conduct within the Cemetery grounds. For purposes of this section, a person shall be guilty of disorderly conduct if, with purpose to cause, or with knowledge that he is likely to cause, public inconvenience, annoyance or alarm, he:

(i) Engages in, promotes, instigates, encourages, or aids and abets fighting, or threatening, violent or tumultuous behavior;

(ii) Yells, utters loud and boisterous language or makes other unreasonably loud noise;

(iii) Interrupts or disturbs a memorial service or ceremony;

(iv) Utters to any person present abusive, insulting, profane, indecent or otherwise provocative language or gesture that by its very utterance tends to incite an immediate breach of the peace;

(v) Obstructs movement on the streets, sidewalks, or pathways of the Cemetery grounds without prior authorization by competent authority;

(vi) Disobeys a proper request or order by the Superintendent, Cemetery special police, park police, or other competent authority to disperse or to leave the Cemetery grounds; or

(vii) Otherwise creates a hazardous or physically offensive condition by any act not authorized by competent authority.

(g) *Soliciting and Vending.* No person shall display or distribute commercial advertising or solicit business while within the Cemetery grounds.

(h) *Requests to Conduct Memorial Services and Ceremonies.* (1) Requests by members of the public to conduct memorial services or ceremonies shall be submitted to the Superintendent, Arlington National Cemetery, Arlington, Virginia 22211. Such requests shall describe the proposed memorial service or ceremony in detail to include the type of service, its proposed location, the name of the individual or organization sponsoring the service, the names of all key individuals participating in the service, the estimated number of persons expected to attend the service, the expected length of the service, the service's format and content, whether permission to use loud-speaker systems or musical instruments or flags during the service is requested and, if so, the number, type, and how they are planned to be used, whether permission to distribute printed programs during the service is requested, and, if so, a description of the programs, and whether military support is requested. Individuals and organizations sponsoring memorial services or ceremonies shall provide written assurance that the services or ceremonies are not partisan in nature, as defined in paragraph (i) of this section, and that they and their members will obey all rules set out in this section and act in a dignified and proper manner at all times while in the Cemetery grounds.

(2) Requests to conduct official ceremonies shall be submitted to the Commanding General.

(3) Memorial services or ceremonies other than private memorial services

may be conducted only after permission has been received from the Superintendent or Commanding General. Private memorial services may be conducted only at the gravesite of a relative or friend. All other memorial services and ceremonies may be conducted only at the area or areas designated by the Superintendent or Commanding General as follows:

(i) Public memorial services may be authorized to be conducted only at the Arlington Memorial Amphitheater, the Confederate Memorial, the John F. Kennedy Grave, or other sites designated by the Superintendent.

(ii) Public wreath laying ceremonies may be authorized to be conducted at the tomb and plaza area of the Tomb of the Unknown Soldier (also known as the Tomb of the Unknowns).

(iii) Official ceremonies may be authorized to be conducted at sites designated by the Superintendent or Commanding General.

(i) *Conduct of Memorial Services and Ceremonies.* All memorial services and ceremonies within Arlington National Cemetery, other than official ceremonies, shall be conducted in accordance with the following rules:

(1) Memorial services and ceremonies shall be purely memorial in purpose and dedicated only to the memory of all those interred in the Cemetery, to all those dying in the military service of the United States, to all those dying in the military service of the United States while serving during a particular conflict or while serving in a particular military unit or units, or to the memory of the individual or individuals interred or to be interred at the particular gravesite at which the service or ceremony is held.

(2) Partisan activities are inappropriate in Arlington National Cemetery, due to its role as a shrine to all the honored dead of the Armed Forces of the United States and out of respect for the men and women buried there and for their families. Services or any activities inside the Cemetery connected therewith shall not be partisan in nature. A service is partisan and therefore inappropriate if it includes commentary in support of, or in opposition to, or attempts to influence, any current policy of the Armed Forces,

the Government of the United States or any state of the United States; if it espouses the cause of a political party; or if it has as a primary purpose to gain publicity or engender support for any group or cause. If a service is closely related, both in time and location, to partisan activities or demonstrations being conducted outside the Cemetery, it will be determined to be partisan and therefore inappropriate. If a service is determined to be partisan by the Superintendent or the Commanding General, permission to conduct memorial services or ceremonies at the Cemetery will be denied.

(3) Participants in public wreath laying ceremonies shall remain silent during the ceremony.

(4) Participants in public memorial services at the John F. Kennedy Grave shall remain silent during the service.

(5) Public memorial services and public wreath laying ceremonies shall be open to all members of the public to observe.

(6) Participants in public wreath laying ceremonies shall follow all instructions of the Tomb Guards, Superintendent, and Commanding General relating to their conduct of the ceremony. (40 U.S.C. 318a, 486, and delegations of authority from the Administrator, General Services Administration, Secretary of Defense, and Secretary of the Army).

(j) *Tributes in Arlington National Cemetery to commemorate individuals, events, units, groups and/or organizations—(1) General.* Tributes, which include plaques, medals, and statues, will be accepted only from those veterans organizations listed in the Directory of Veterans Organizations and State Department of Veterans Organizations published annually by the Veterans Administration or those substantially similar in nature.

(2) *Plaques at trees and other donated items.* Plaques may be accepted and placed at trees or other donated items to honor the memory of a person or persons interred in Arlington National Cemetery or those dying in the military service of the United States or its allies.

Plaques placed at trees or other donated items must conform to the specifications described in appendix A,

Specifications for Tributes in Arlington National Cemetery. A rendering of the proposed plaque shall be sent to the Superintendent, Arlington National Cemetery, Arlington, Virginia 22211-5003 for approval.

(k) *Tributes to the Unknowns (Unknown Soldier)*—(1) *General*. Tributes, normally plaques, to the Unknowns by those organizations described in § 553.22(j) above must conform to specifications and guidelines contained in appendix A, Specifications for Tributes in Arlington National Cemetery. Descriptions of the character, dimensions, inscription, material and workmanship of the tribute must be submitted in writing to Superintendent, Arlington National Cemetery, Arlington, Virginia 22211-5003 for approval.

(2) *Tributes to the Unknowns (Unknown Soldier) Presented by Foreign Dignitaries*. Presentation of tributes by Foreign Dignitaries is allowed as part of an official ceremony as defined herein.

(1) *Monuments*. Monuments (other than private monuments or markers) to commemorate an individual, group or event may be erected following joint or concurrent resolution of the Congress.

APPENDIX A TO PART 553—SPECIFICATIONS FOR TRIBUTES IN ARLINGTON NATIONAL CEMETERY

1. *Purpose*. The appendix provides specifications and guidelines for obtaining approval for the donation of tributes at Arlington National Cemetery.

2. *Approval*. The Superintendent, Arlington National Cemetery, Arlington, Virginia 22211-5003 exercises general supervision over Arlington National Cemetery; and his approval of proposed tributes to be placed in Arlington National Cemetery is required.

3. *Who May Offer Tributes*. a. Tributes will be accepted only from those veterans' organizations listed in the Directory of Veterans Organizations and State Department of Veterans Organizations published annually by the Veterans Administration or those substantially similar in nature. Tributes will not be accepted from individuals or from subdivisions of parent organizations.

b. Only one tribute will be accepted from an organization. However, with prior approval, the inscription of a tribute already presented in Memory of the Unknown Soldier (World War I) may be reworded by the donating organization to commemorate one

additional or all the Unknowns, or a new tribute may be substituted for the old one.

4. *Design*—a. *Character*. The design of the tribute shall be artistically proportioned and shall be consistent with the sacred purpose of the shrine, which is to honor heroic military service as distinguished from civilian service however notable or patriotic.

b. *Dimensions*. The surface area of the tribute, including the mounting, shall not exceed 36 square inches; and the thickness or height shall not exceed two (2) inches when mounted.

c. *Inscriptions*—(1). *Tributes to the Unknowns*. Tributes are accepted only for the purpose of commemorating and paying homage and respect to one or more of the Unknowns. Thus all tributes must include, either in the basic design or on a small plate affixed thereto, a clear indication of such commemoration.

Suggestions follow:

- In Memory Of The American Heroes Known But to God
- The American Unknowns
- The Unknown American Heroes
- The Unknown Soldier
- The Unknown of World War II
- The Unknown of the Korean War
- The Unknown American of World War II
- The Unknown American of the Korean War

The identity of the donor/Date of Presentation.

2. *Other Tributes including plaques at trees and other donated items*. Inscriptions on tributes will be in keeping with the dignity of Arlington National Cemetery.

d. *Material and Workmanship*. The material and workmanship of the tribute, including the mounting, shall be of the highest quality, free of flaws and imperfections.

5. *Applications*. Requests for authority to present tributes shall be submitted in writing to the Superintendent, Arlington National Cemetery, Arlington, Virginia 22211-5003.

a. A scale drawing or model, showing the exact inscription and other details of the proposed tribute.

b. A copy of the constitution and bylaws of the organization desiring to make the presentation.

6. *Final Approval*. Upon fabrication, the completed tribute will be forwarded to the Superintendent, Arlington National Cemetery, Arlington, Virginia 22211-5003 for visual inspection prior to its presentation.

7. *Presentation of Tributes*. After authorized acceptance of the tribute the sponsoring organization may arrange appropriate presentation ceremonies with the Superintendent, Arlington National Cemetery, Arlington, Virginia 22211-5003. If presentation ceremonies are not desired, the Superintendent will acknowledge receipt of the tribute and inform the sponsoring organization of the

Department of the Army, DoD

§ 555.4

number of the case in which it reposes in the Memorial Display Room at the Amphitheater at Arlington National Cemetery.

[45 FR 80524, Dec. 5, 1980, as amended at 51 FR 19708, May 30, 1986, 51 FR 43742, Dec. 4, 1986]

PART 555—CORPS OF ENGINEERS, RESEARCH AND DEVELOPMENT, LABORATORY RESEARCH AND DEVELOPMENT AND TESTS, WORK FOR OTHERS

Sec.

- 555.1 Purpose.
- 555.2 Applicability.
- 555.3 References.
- 555.4 Policy.
- 555.5 Terms of providing reimbursement for work performed.
- 555.6 Authority.
- 555.7 Submission of technical proposals.
- 555.8 Program documentation.
- 555.9 Reporting requirements for work in support of DOE.
- 555.10 Coordination requirements.

APPENDIX A TO PART 555—DIRECTOR OF DEFENSE RESEARCH AND ENGINEERING

AUTHORITY: 10 U.S.C. 3036; 22 U.S.C. 2357; 22 U.S.C. 2421; 31 U.S.C. 686; 42 U.S.C. 4221-4225.

SOURCE: 45 FR 32302, May. 16, 1980, unless otherwise noted.

§ 555.1 Purpose.

This regulation defines and establishes policies and procedures applicable to the performance of research and development and tests at Corps of Engineers laboratory installations for other governmental and private agencies and organizations.

§ 555.2 Applicability.

This regulation applies to the U.S. Army Engineer Waterways Experiment Station (WES), the U.S. Army Construction Engineering Research Laboratory (CERL), the U.S. Army Engineer Topographic Laboratories (ETL), the U.S. Army Coastal Engineering Research Center (CERC), the U.S. Army Cold Regions Research and Engineering Laboratory (CRREL), the U.S. Army Facilities Engineering Support Agency (FESA), the U.S. Army Corps of Engineers Water Resources Support Center (WRSC).

§ 555.3 References.

- (a) AR 10-5.
- (b) AR 37-27.
- (c) AR 70-1.
- (d) ER 1-1-6.
- (e) ER 1-1-7.
- (f) ER 70-1-5.
- (g) ER 70-1-10.
- (h) ER 1110-1-8100.
- (i) ER 1110-2-8150.
- (j) ER 1140-2-302.
- (k) ER 1140-2-303.

§ 555.4 Policy.

(a) The policies and procedures covered herein extend and supplement the performance of work for other Federal Agencies authorized in ER 1140-2-302, and services for State and local governmental units authorized in ER 1140-2-303, and the policy set forth by the Secretary of Defense in appendix A.

(b) Subject to the authority limitations contained in § 555.6 of this part, research and development and tests may be performed for other agencies of the Federal Government, State and local governments, foreign governments and private firms under the following conditions:

(1) The work is performed on a cost reimbursable basis; or on a cooperative basis with the Department of Energy (DOE), utilizing the resources of both DOE and the Corps; or as a part of direct funded programs for the Army Materiel Development and Readiness Command (DARCOM) or the Defense Mapping Agency (DMA), as provided for in §§ 555.6(a)(1), 555.6(a)(2), 555.7, and 555.9 of this part.

(2) Performance of the work will not interfere with performance of services essential to the mission of the Corps.

(3) Performance of the work will not require an increase in the permanent staff of the facility.

(4) Performance of the work will not require expansion of normal facilities.

(5) The work is within the scope of authorized activities of the laboratory at which the work is to be performed.

(6) Performance of the work will not be adverse to the public interest.

(7) Work will not be performed for foreign government or private firms unless it is firmly established that other laboratory facilities capable of

GENERAL ORDERS }
No. 13

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 29 October 2004

ARMY NATIONAL CEMETERIES

1. Effective 16 September 2004, the Army National Cemeteries Program is established as a Department of the Army civil works activity under the overall supervision of the Under Secretary of the Army. This program applies to the Arlington National Cemetery and the Soldiers' and Airmen's Home National Cemetery, which remain assigned to the Commander, Military District of Washington (MDW).

2. Responsibilities of Headquarters, Department of the Army Offices are stated below.

a. The Assistant Secretary of the Army (Civil Works) will formulate and oversee the program and budget for the Army National Cemeteries, including proposals for placement of memorials and monuments.

b. The Assistant Secretary of the Army (Manpower and Reserve Affairs) will formulate and oversee interment and inurnment policy for the Army National Cemeteries.

c. The Chief of Public Affairs will formulate and oversee the public affairs policy for the Army National Cemeteries.

d. The Commander, MDW will—

(1) Coordinate all official ceremonies at Arlington National Cemetery, including public wreath laying ceremonies and State funerals.

(2) Provide Army military honors for private memorial services and Army ceremonial support for the Army National Cemeteries, including the honor guard at the Tomb of the Unknowns.

e. The Superintendent of Arlington National Cemetery will—

(1) Oversee day-to-day execution of the Army National Cemeteries Program in accordance with applicable law and policy, including the administration, operation, and maintenance of the Army National Cemeteries.

(2) Be responsible for private ceremonies at the Army National Cemeteries, including funerals and memorial services for interment and inurnment and public ceremonies other than those official ceremonies assigned to the Commander, MDW.

GO 13

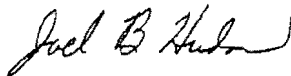
3. Matters involving areas of responsibility not assigned in this Order will be coordinated with all appropriate officials, and presented to the Secretary of the Army or Under Secretary of the Army for decision as appropriate.

[AASA]

By order of the Secretary of the Army:

PETER J. SCHOOMAKER
General, United States Army
Chief of Staff

Official:



JOEL B. HUDSON
Administrative Assistant to the
Secretary of the Army

DISTRIBUTION:

This publication is available in electronic media only and is intended for the Active Army, the Army National Guard of the United States, and the U.S. Army Reserve.

Army Regulation 290-5

Cemeteries

Army National Cemeteries

Headquarters
Department of the Army
Washington, DC
1 September 80

UNCLASSIFIED

SUMMARY of CHANGE

AR 290-5

Army National Cemeteries

Changes 3 through 1 have been issued since the revision dated 19 March 1976.

- o Change 3 makes changes throughout chapter 2.
- o Change 2 made changes throughout chapter 3.
- o Pages from Change 1 are no longer in this current issue, as Changes 2 & 3 have replaced those pages.

- o This revision dated 19 March 1976--
 - Provides for the transfer of functions of the US Army Memorial Affairs Agency to The Adjutant General Center.

 - Pertains only to Arlington and Soldiers' Home National Cemeteries since 82 of 84 national cemeteries were transferred from the Secretary of the Army to the Administrator of Veteran Affairs in accordance with Public Law 93--43 (National Cemeteries Act of 1973).

Headquarters
Department of the Army
Washington, DC
1 September 80

***Army Regulation 290-5**

Effective 1 November 80

Cemeteries

Army National Cemeteries

By Order of the Secretary of the Army:

FRED C. WEYAND
General, United States Army
Chief of Staff

Official:

PAUL T. SMITH
Major General, United States Army
The Adjutant General

History. This publication was originally printed on 19 March 1976. It was authenticated by Fred C. Weyand, General, US Army Chief of Staff, and Paul T. Smith, Major General, US Army The Adjutant General. Change 1 was followed by Changes 2 and 3. Change 2 was printed on 1 Aug 1978 and Change 3 was printed on 1 Sept 1980. This electronic edition

publishes the basic 1976 edition, incorporates Changes 1 through 3, and remains in effect.

Summary. This regulation states the authority and assigns the responsibilities for the development, operation, maintenance, and administration of the Arlington and Soldiers' Home National Cemeteries, a civil works activity of the Department of the Army.

Applicability. The provisions of this regulation are applicable to active and retired members of the Armed Forces. Chapter 2 of this regulation is applicable to the National Guard and Reserve insofar as the eligibility criteria for guardsmen and reservists on active duty and those retired who are receiving compensation are concerned.

Proponent and exception authority. The proponent agency of this regulation is the US Army Adjutant General Center.

Army management control process. Not applicable.

Supplementation. Local supplementation of this regulation is prohibited, except upon approval of The Adjutant General.

Suggested Improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to HQDA (DAAG-PEM) WASH DC 20314.

Distribution. To be distributed in accordance with DA Form 12-9A requirements for National Cemeteries.

Active Army: C (Qty Rqr Block No. 198)

ARNG: D (Qty Rqr Block No. 199)

USAR: D (Qty Rqr Block No. 199)

Contents (Listed by paragraph and page number)

Chapter 1

General, page 1

Purpose • 1-1, page 1

Army national cemeteries. • 1-2, page 1

Statutory authority. • 1-3, page 1

Scope and applicability. • 1-4, page 1

Resources. • 1-5, page 1

Responsibilities. • 1-6, page 1

Names for Army national cemeteries. • 1-7, page 1

Cemetery enclosures. • 1-8, page 1

Federal jurisdiction. • 1-9, page 2

Donations. • 1-10, page 2

Design and layout of Army national cemeteries. • 1-11, page 2

Communications. • 1-12, page 2

Records Maintenance. • 1-13, page 2

Arlington Memorial Amphitheater. • 1-14, page 3

Power of arrest. • 1-15, page 3

*This regulation supersedes AR 290-5, 28 November 1972.

Chapter 1

General

1-1. Purpose

This regulation states the authority and assigns the responsibilities for the development, operation, maintenance, and administration of the Arlington and Soldiers' Home National Cemeteries, a civil works activity of the Department of the Army.

1-2. Army national cemeteries.

The Army national cemeteries, consisting of the Arlington National Cemetery, Arlington, Virginia, and Soldiers' Home National Cemetery, Washington, DC, are under the jurisdiction of the Department of the Army. The Assistant Secretary of the Army for Civil Works is directly responsible to the Secretary of the Army for policy formulation in the administration of these cemeteries. The Personal Affairs Directorate, an element of The Adjutant General Center, is responsible for their day-to-day administration, operation, and maintenance.

1-3. Statutory authority.

Basic statutory authority pertaining to the Army national cemeteries is in Title 24, Chapter 7, United States Code, entitled "National Cemeteries." Many of the provisions of this chapter were repealed by Section 7(a) of the National Cemeteries Act of 1973 (Public Law 93-43, 18 June 1973, 38 USC 1000 et seq.); but Section 7(b) provides that nothing in this section shall be deemed to affect in any manner the functions, powers, and duties of the Secretary of the Army with respect to Army national cemeteries.

1-4. Scope and applicability.

a. Scope. Except as specifically provided otherwise in this regulation (or by directive of the Director, Personal Affairs, TAGCEN), this regulation and TM 10-287 will govern the development, operation, maintenance, and administration of Arlington National Cemetery and the Soldiers' Home National Cemetery. AR 210-190 assigns responsibilities for the operation, maintenance, and administration of Army post cemeteries.

b. Applicability. The provisions of this regulation are applicable to active and retired members of the Armed Forces. Chapter 2 of this regulation is applicable to the National Guard and Reserve insofar as the eligibility criteria for guardsmen and reservists on active duty and those retired who are receiving compensation are concerned.

1-5. Resources.

Resources for Army national cemeteries are authorized in the annual HUD-SPACE-SCIENCE-VETERANS Appropriation Act under "Salaries and Expenses, Cemeterial Expenses, Army." These resources will not be used for any other purpose.

a. Funding and accounting. The Comptroller of the Army allocates the funds to TAG Comptroller, Operating Agency 11. Funds are allotted at the request of the Director, Personal Affairs, and are controlled and accounted for separately from any other funds in accordance with applicable regulations, governing use, accounting, and reporting of Department of the Army Civil Funds.

b. Manpower. Manpower authorizations will be made by Headquarters, Department of the Army, to the Director, Personal Affairs, TAGCEN, for suballocation to the Arlington National Cemetery and to the Chief of Engineers to support ongoing construction projects.

1-6. Responsibilities.

Pursuant to AR 10-33; GO 20 (12 May 1972); the provisions of the National Cemeteries Act of 1973; GO 10, Section XXVI (8 May 1974); and GO 14, paragraph 10b (27 May 1974), the Director, Personal Affairs, under the direction of the Secretary of the Army, is responsible for the development, operation, maintenance, and administration of the two Army national cemeteries and for formulating plans, policies, procedures, and regulations, pertaining to them (24 USC 278). Specific responsibilities for Arlington and Soldiers' Home National Cemeteries will be delegated by the Director, Personal Affairs, to the Commanding General, US Army, Military District of Washington, in accordance with a Memorandum of Understanding between those two officials.

1-7. Names for Army national cemeteries.

The Director, Personal Affairs, is responsible for naming Army cemeteries and all features within them (e.g., drives, walks, or special structures). Newly constructed interior thoroughfares for vehicular traffic in Arlington National Cemetery will be known as *drives*. They will be named for important persons who have made unusual contributions to better the United States.

1-8. Cemetery enclosures.

Army national cemeteries will be enclosed by substantial stone or iron fences (24 USC 279).

e. Construction. Includes—

(1) Major construction covers: area development, including initial erection or installation of basic cemetery buildings, structures, roads and other paved areas, and utility systems; terrain modifications for the original development; alteration of any of the foregoing that requires detailed engineering investigation or other field engineering work; and the execution of engineering or architectural designs by the Corps of Engineers.

(2) Minor construction covers: landscaping; minor alterations, additions, or extensions to, or modifications of, any of the basic items listed in (1) above for which engineering investigations or other field engineering work and engineering or architectural designs by the Corps of Engineers are not required.

f. Other documents. Include those used in connection with the acceptance and transfer of completed work to the using agency.

g. Repairs and utilities. Include any maintenance or repairs to the cemetery grounds and those structures described as major construction for which engineering investigations or other field engineering work or engineering or architectural designs by the Corps of Engineers are not required.

3-3. Responsibilities.

a. The Director, Personal Affairs, TAGC EN, is responsible for—

(1) Long-range planning for the Arlington and Soldiers' Home National Cemetery program which includes—

(a) Establishing the scope and determining the functional, quantitative, and qualitative requirements of all essential facilities.

(b) Initiating and/or reporting upon enabling legislation.

(2) Establishing design criteria, type of construction, and/or architectural characteristics of all minor construction items.

(3) Reviewing and approving preliminary plans, designs, specifications, cost estimates, the scope of work to be accomplished, and concurring in whether or not contracts will be awarded on items specified in 3-2e(1) and (2).

(4) Participating in final acceptance inspections of completed work and concurring in action to be taken as a result of such inspections and in the use of funds appropriated for the work.

(5) Providing specialized consultative service during the progress of the work, when requested, to the agency or agencies responsible for accomplishing construction.

b. The Chief of Engineers is responsible for—

(1) Conducting engineering field investigations of conditions at the site, based on the criteria established by the Personal Affairs Directorate.

(2) Preparing budgetary, preliminary, and final plans for major construction, including engineering and architectural designs, working drawings, specifications, and cost estimates. These documents will adequately delineate the scope of each item. Cost estimates will be justified when requested.

(3) Preparing and executing contracts that are necessary for constructing or procuring the facilities to be provided and for effecting the construction or procurement of the facilities, including supervising and inspecting them during the progress of the work.

(4) Coordinating with the Personal Affairs Directorate arrangements for joint, final acceptance inspection of completed work.

(5) Furnishing the Personal Affairs Director with a complete set of reproducible "as-built" drawings for each completed major project and operating and maintaining instructions and guarantees for equipment.

c. The Commanding General, US Army Military District of Washington, is responsible for supporting administrative and logistical requirements in accordance with the provisions of a Memorandum of Understanding between himself and the Director, Personal Affairs.

3-4. Memorial sections.

The Act of 27 August 1954 (68 Stat. 880), as amended, provides that the Secretary of the Army will set aside, when available, suitable areas in Arlington National Cemetery to honor the memory of members of the Armed Forces who have been buried at sea or those who died or were killed in service and whose remains have been determined to be non-recoverable.

Chapter 4 INSPECTIONS

4-1. General.

Arlington and Soldiers' Home National Cemeteries will be inspected as prescribed in this chapter or by special instructions from the Director, Personal Affairs, TAGCEN.

4-2. Inspections.

Except as otherwise provided in paragraph 4-1, inspections of Arlington and Soldiers' Home National Cemeteries will be conducted as follows:

a. Combined technical, operating, administrative, and inspector general inspections—biennially by representatives of the US Army Military District of Washington.

b. Technical and operating inspections—on alternate years by representatives of the Personal Affairs Directorate.

c. Special inspections—

(1) By representatives of the Personal Affairs Directorate—as required.

(2) By the cemetery superintendent—as frequently as necessary.

d. Construction and landscape planting—

(1) By a technical representative of the Director, Personal Affairs, for the acceptance of completed construction or landscape planting projects.

(2) By representatives of the Corps of Engineers and the Personal Affairs Directorate for construction performed or procured by the Corps of Engineers.

e. Inspector General inspections—

(1) By the Commanding General, US Army Military District of Washington—biennially (para 2-4f, AR 20-1).

(2) All inspector general inspection reports will be routed as follows:

(a) FROM: Inspecting Office.

(b) THRU: Superintendent.

(c) TO: HQDA (DAAG-PEM), WASH DC 20314.

(3) Information copies of unsatisfactory reports and reports containing matters that may cause unfavorable impact upon the Department of the Army will be forwarded to the Inspector General, US Army Military District of Washington, WASH DC 20319, and the Assistant Secretary of the Army (Civil Works) from the Personal Affairs Directorate.

(4) The Personal Affairs Directorate will be responsible for final corrective action. Report of corrective action will be forwarded through channels to the activity which conducted the inspection. Following review, the original copy of the report and all actions pertaining thereto will be returned to Personal Affairs Directorate for file at the office of record.

4-3. Scope of technical, operating, and administrative inspections.

The inspections will include, but will not necessarily be limited to, evaluations for compliance and effectiveness in each of the following areas:

a. Administration. This area covers—

(1) Prompt preparation of reports and records of interments, as well as verification with the next of kin concerning inscription data.

(2) Prompt, accurate, and tactful replies to correspondence.

(3) Records maintenance of correspondence and historical data, as prescribed in pertinent regulations.

(4) Realistic, substantiated estimates of budgetary requirements submitted by the superintendent.

(5) Prompt inspection for damage and proper inscription when headstones are received.

(6) Compliance with prescribed procurement and property accountability regulations and procedures.

(7) Training of personnel in cemetery policies, methods, and procedures and followup by supervisors to insure that optimum efficiency is maintained.

(8) Effectiveness of recruitment of procedures for which the superintendents may be responsible with no undue loss of man-years in filling positions.

(9) The qualifications and effectiveness of the superintendent in performing his duties, with attention to his appearance, personality, and personal ambition.

(10) The number and efficiency of cemetery personnel on duty, number of authorized positions to be filled, and adequacy of the funds provided.

(11) Compliance with regulations on the erection of private monuments.

(12) Satisfactory communication services to and from the cemetery and the costs of these services.

(13) Knowledge of cemetery management by superintendents and other cemetery personnel in relation to their positions.

(14) Estimated number of visitors to the cemetery annually and the basis for these estimates.

(15) Correction of deficiencies reported as a result of official inspections.

(16) Maintaining copies of each report of inspection and copies of correspondence relating to the action taken. Previous inspection data will be made available to the current inspector.

(17) Authority of superintendent for the administration and management of the funding and programming aspects of his position.

b. Operations. This area covers—

(1) The nature of working relationships between cemetery personnel and funeral directors, local veterans' and civic organizations, Federal agencies, and others who transact business or have an inherent interest in the cemetery.

(2) Determination that the superintendent and other concerned personnel understand and comply with regulations and procedures relating to—

(a) Eligibility for interment and grave-site reservations.

(b) Scheduling, arranging, and burying individuals and groups.

(c) Methods of laying out, opening, and backfilling graves.

(d) Preparing and erecting temporary markers and locating and setting permanent headstones or markers.

(3) The adequacy and condition of casket-lowering devices, grass greens, and funeral tents; grave excavating, backfilling, and other burial equipment; and the feasibility of procuring additional labor-saving devices and equipment.

(4) Existence of unusual conditions which require special consideration from the standpoint of resources (e.g., difficulty in preparing graves because of rock, hard grounds, a high water table, sand, extreme cold, or other adverse conditions).

(5) Depth of graves for single and multiple burials.

c. Maintenance. This area covers—

(1) The condition of buildings and structures, including: large monuments, foundations, structural framing, floors, roofing, sheet metal, and miscellaneous metal work; exterior and interior painting; water, plumbing, heating, electricity, sewers, and storm drainage; and fire and safety precautions.

(2) The adequacy and condition of the cemetery enclosure; roads, walls, curbs, gutters, and drains; and the existence of erosion or soil problems.

(3) The condition of lawns, trees, and shrubs; and the adequacy of measures used to—

(a) Feed, trim, cable, prune, brace, and splice.

(b) Prevent damage and disease.

(c) Control insects and pests.

(d) Insure adequate landscape planting.

(e) Request technical advice or staff assistance from the Personal Affairs Directorate on landscape planting or horticultural problems, as needed.

(4) The appearance of the lodge area to insure adequate lawn space and appropriate screening from public view of such items as clotheslines, play areas, and other features not directly related to cemetery affairs.

(5) The effectiveness of policing the cemetery for removal of trash, dead flowers, and unauthorized flower receptacles.

(6) The adequacy and neatness of storage areas and facilities.

(7) Whether permanent flower containers are installed in accordance with TM 10-287.

(8) The alignment and cleanliness of headstones, markers, and private monuments and the legibility of inscriptions on them; and the necessity for repairs or replacement.

(9) The condition of undeveloped areas and of any area outside the cemetery enclosure for which the cemetery has maintenance responsibility, and the need for action by the superintendent with officials for maintaining adjacent areas outside the cemetery for which the Government is responsible.

(10) The adequacy and condition of approach roads.

(11) Proper utilization of cemetery lands.

(12) Appropriate marking of group burial lots with prescribed corner markers.

4-4. Results of inspections.

a. The results of inspections will be submitted in writing to HQDA (DAAG-PEZ-A), WASH DC 20314, within 30 workdays after the inspection itinerary has been completed. A rating of "Satisfactory" or "Unsatisfactory" will be assigned to indicate the evaluation of the overall condition of the cemetery.

b. Information concerning the correction of any deficiencies which require action will be submitted in writing to HQDA (DAAG-PEM), WASH DC 20314, through channels, within 22 workdays after the prescribed data have been received. If action has not been completed by the time this information is due, the reasons will be stated and an estimated date of completion will be furnished.

Chapter 5 HEADSTONES AND MARKERS

5-1. General.

a. Authority. All graves in Army national cemeteries will be appropriately marked in accordance with 24 USC 279.

Headquarters
Department of the Army
Washington, DC
1 May 1991

***Department of the Army
Pamphlet 290-5**

Cemeteries

Administration, Operation, and Maintenance of Army Cemeteries

By Order of the Secretary of the Army:

CARL E. VUONO
General, United States Army
Chief of Staff

Official:

PATRICIA P. HICKERSON
Colonel, United States Army
Acting The Adjutant General

History. This UPDATE printing publishes a new DA pamphlet.

Summary. This pamphlet describes the procedures and policies for the administration,

operation, and maintenance of Arlington National Cemetery, Soldiers' and Airmen's Home National Cemetery, and Army post cemeteries. It is a guide for the Superintendents of the Army's two national cemeteries.

Applicability. This pamphlet applies to the Active Army, the Army National Guard, and the U.S. Army Reserve.

Interim changes. Interim changes to this pamphlet are not official unless they are authenticated by The Adjutant General. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested improvements. The proponent agency of this pamphlet is the U.S. Total Army Command. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Commander, U.S. Total Army Command, ATTN: TAPC-PED, Alexandria, VA 22331-0400.

Distribution. Distribution of this publication is made in accordance with DA Form 12-09-E, block number 5110, intended for command level C for the Active Army, and D for the Army National Guard and the U.S. Army Reserve.

Contents (Listed by paragraph number)

Chapter 1

Introduction

- Purpose • 1-1
- References • 1-2
- Explanation of abbreviations and terms • 1-3
- Background • 1-4
- Modifications • 1-5

Chapter 2

Administration

- Administration • 2-1
- Budgetary requirements • 2-2
- Correspondence • 2-3
- Cemetery hours • 2-4
- Visitors • 2-5
- Use of the flag • 2-6
- Flags used for Memorial Day • 2-7
- Services and ceremonies • 2-8
- Photographs • 2-9
- Solicitations • 2-10
- Donations • 2-11
- Animals, pets, and fowl • 2-12
- Cemetery lodges • 2-13

Chapter 3

Personnel

- Personnel allowance and staffing • 3-1
- Civilian personnel administration • 3-2
- Superintendent appointments • 3-3
- Hours of duty • 3-4
- Scheduling leave • 3-5
- Conduct of employees • 3-6
- Personnel records • 3-7
- Operating procedures of the Superintendents and Deputy Superintendent • 3-8

Chapter 4
Operations

Section I

Interments

- General • 4-1
- Members of the Armed Forces dying on active duty • 4-2
- Former members of the Armed Forces (including retired members) • 4-3
- Members of Reserve Components and National Guard • 4-4
- Members of families entitled to interment • 4-5
- Burial permits • 4-6
- Scheduling of interments • 4-7
- Interment at times other than normally authorized • 4-8
- Interment services and facilities • 4-9
- Viewing of remains in national cemeteries • 4-10
- Conduct of a military funeral • 4-11
- Group burials • 4-12
- Preparing, closing, and marking graves • 4-13
- Assignment of graves • 4-14
- Disinterments • 4-15

Section II

Headstones and Markers

- General • 4-16
- Delivery and receipt • 4-17
- Erection and storage • 4-18
- Maintenance • 4-19
- Replacement • 4-20

Section III

Private Monuments

- Authority for installation • 4-21
- Stipulation of contracts • 4-22
- Emblems and insignia • 4-23

- Specifications • 4-24
- Delivery and acceptance • 4-25
- Erection • 4-26
- Disposition of headstones or markers • 4-27

Section IV

Memorials and Commemorative Tablets

- General • 4-28
- Authority and jurisdiction • 4-29
- Application for memorial headstone or marker • 4-30
- Memorial sections • 4-31
- Delivery and inspection • 4-32

Chapter 5

Cemetery Maintenance

- Building and structure • 5-1
- Utilities systems • 5-2
- Grounds • 5-3
- Roads, drives, walks, and drains • 5-4

Chapter 6

Procurement and Property Accountability

- Authority • 6-1
- Purpose and scope • 6-2
- Procurement • 6-3
- Property record account • 6-4
- Responsibility for property • 6-5
- Property accountability • 6-6
- Property record • 6-7
- Hand receipt procedures • 6-8
- Inventories • 6-9
- Expendable supplies • 6-10
- Repair parts • 6-11
- Grave-decorating flags • 6-12
- Oil, gasoline, and lubricants • 6-13
- Requesting and turn-in of supplies and equipment • 6-14

Automated reports • 6-13

Chapter 7

Records and Reports

General • 7-1

Registers of interments, monuments, and
reservations • 7-2

Record of interment or inurnment • 7-3

Cemetery layout plans • 7-4

Historical records • 7-5

National cemetery operations reports • 7-6

Financial records • 7-7

Chapter 8

Equipment

General • 8-1

Allowances • 8-2

Identification and color of motor
vehicles • 8-3

Identification and colors of equipment other
than motor vehicles • 8-4

Repainting of equipment • 8-5

Maintenance • 8-6

Chapter 9

Safety-accident and Fire Prevention

General • 9-1

Protective clothing and equipment • 9-2

Accident reporting • 9-3

Accident prevention measures • 9-4

Fire prevention and protection • 9-5

Fire extinguishers • 9-6

Fire reporting • 9-7

Storage of equipment • 9-8

Paint and oil room • 9-9

Electrical wiring and appliances • 9-10

Appendixes

A. References

B. Correct Method of Folding the United
States Flag During a Military Funeral
Service

C. Emergency Plan for Interment

D. Visitors' Rules for the Arlington National
Cemetery

Glossary

Index

Chapter 1 Introduction

1-1. Purpose

This DA pamphlet serves as a guide to aid in discharging duties for the accomplishment of the overall Army cemetery mission. This pamphlet is also a source of reference on cemetery administrative policies, regulations, procedures, and technical requirements.

1-2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

1-3. Explanation of abbreviations and terms

Abbreviations and special terms used in this pamphlet are explained in the glossary.

1-4. Background

a. The United States Army has two national cemeteries and 28 post cemeteries under its jurisdiction. Within Arlington National Cemetery, it also has a columbarium for the inurnment of cremated remains. Both the great and the obscure among those who have served in the Armed Forces lie in these various interment facilities.

b. Although Arlington National Cemetery has a distinctive status as a principal national shrine, the Soldier's and Airmen's Home National Cemetery and the post cemeteries are likewise steeped in history and the American tradition of doing honor to those who have served and given their lives.

c. It is crucial that the Army's cemeteries be maintained in the best condition possible, so that both the families of the deceased and the general public will be assured that the Army's cemeteries are fit resting places for those they love and revere. With the attentiveness and devotion of the civilian and military personnel who will use it, this pamphlet can be a valuable tool in successfully performing the overall Army cemetery mission.

1-5. Modifications

a. Numbered changes will be issued as required.

b. Recommendations for additions, deletions, or refinements to this pamphlet are encouraged and should be submitted through channels on a DA Form 2028 (Recommended Changes to Publications and Blank Forms), to the Commander, U.S. Total Army Personnel Command, ATTN: TAPC-PED, Alexandria, VA 22331-0400.

(1) To ensure prompt publication, the exact language to be included in the proposed changes should accompany the recommendations for such change.

(2) When a proposed change to one part of the pamphlet necessitates changing another part, the language to be included in such changes should also be submitted with the recommendation.

c. Changes will be placed in effect as soon as possible but not later than 45 days after they are received. If more than 45 days will be required to implement changes, a request for a specific extension and the reasons for the delay will be submitted to the Commander, U.S. Total Army Personnel Command, ATTN: TAPC-PED, Alexandria, VA 22331-0400.

Chapter 2 Administration

2-1. Administration

a. The Commander, U.S. Army Military District of Washington (MDW), under the direction of the Assistant Secretary of the Army (Civil Works) (ASA(CW)), administers, operates, and maintains the Arlington and Soldiers' and Airmen's Home National Cemeteries.

b. Under the Commander's supervision, the Superintendent, Arlington National Cemetery, takes care of the day-to-day operation, maintenance, and administration of Arlington and Soldiers' and Airmen's Home National Cemeteries.

2-2. Budgetary requirements

Resources for Arlington and Soldiers' and Airmen's Home National

Cemeteries are authorized in the Annual Department of Housing and Urban Development (HUD) and Independent Agencies Appropriations Act under "Department of Army-Civil, Cemetery Expenses, Army, Salaries and Expenses." These resources will not be used for any other purpose.

a. *Preparation of data.* Under the guidance of the ASA(CW), the Superintendent, Arlington National Cemetery will develop budget estimates in accordance with Office of Management and Budget (OMB) Circular A-11, which is issued annually.

b. *Presentation.* Budget estimates will be submitted for review and approval to the ASA(CW). Upon approval, submission will be made directly to OMB. This appropriation is completely separate from the Department of Defense (DOD) appropriation and will be defended before the Congress by representatives of ASA(CW), Commander, MDW, and the Superintendent, Arlington National Cemetery.

c. *Execution.* After enactment of appropriations by the Congress, Arlington National Cemetery will request apportionment through the MDW Director of Resource Management. Funds are "No Year," and are available for incurring obligations for an indefinite period. Funds will be issued to Arlington National Cemetery on a funding authorization document (FAD). Funds will be accounted for and controlled in accordance with OMB Circular A-34. The Superintendent will develop and maintain adequate systems to provide information on commitments, obligations, accrued expenditures, and outlays as needed for management purposes. The systems will provide essential information for budget execution, and review and will be the basis for preparing and supporting budget requests and reports required by OMB and the Congress. These systems will be designed to provide complete disclosure of the financial resources of the cemetery activities. They will prevent the creation of obligations and expenditures in excess of available funds and safeguard against waste, loss, unauthorized use and misappropriation of funds. Records of all financial transactions will be maintained to facilitate audits and enhance reconciliation.

2-3. Correspondence

a. *Preparation.* (See AR 25-50.)

b. *Policy and channels.* Correspondence for Army national cemeteries will be completed in accordance with the policies contained in AR 290-5.

c. *Files.* Files are maintained in accordance with AR 25-400-2 series.

2-4. Cemetery hours

a. The cemetery gates at Arlington National Cemetery will be open every day throughout the year 0800 to 1700, October through March, and from 0800 to 1900, April through September.

b. The Soldiers' and Airmen's Home National Cemetery will be open throughout the year between 0800 and 1700, with the exception of Memorial Day when gates will remain open until 1900.

2-5. Visitors

a. Visitors will be admitted during the hours the gates are open. Visitors who enter prior to the opening of the cemetery or who remain in the cemetery after visiting hours will be asked in a courteous manner to leave.

b. The Superintendent may, with the concurrence of the Commander, MDW, close the cemetery for public visits when climatic conditions create a safety hazard (snow, ice, sleet, high winds).

c. The use of Army cemetery drives as public highways is prohibited. The speed of vehicles will not exceed 20 miles per hour. The Superintendent, may, however, reduce the speed limit to be consistent with public safety and other pertinent factors. The Superintendent will prescribe and announce such rules as may be necessary to provide for safety and to control traffic.

d. When large crowds are anticipated, special advance plans will be developed to ensure proper conduct by all concerned; to limit the number of vehicles in the cemetery to those that can be accommodated without undue congestion; to preclude parking in a gravesite or turfed area; and to provide for public safety. The Superintendent will designate the specific routes that will be used for funeral traffic and for traffic control during ceremonial events.

4-6.) The form should be typewritten in capital letters or hand-lettered with waterproof ink. The marker will be placed at the grave or niche immediately after an interment and will not be removed until the permanent headstone or niche marker is installed.

4-14. Assignment of gravesites

a. The Superintendent is responsible for the assignment of all gravesites in the cemetery under his or her jurisdiction. Gravesites will not be assigned in advance of actual need. Funeral directors, next of kin, or others making arrangements for interment will be advised that private selection of specific gravesites or sections is not authorized.

b. Under present policy, only one gravesite is authorized for the burial of the service member and eligible members of the immediate family (AR 290-5, para 2-5). When arrangements are being made for the burial, the surviving spouse will be informed of the one-gravesite policy and the right to be interred in the same gravesite. The Superintendent will ascertain at that time whether or not eventual interment in the same grave is desired. If so, DA Form 2122 will be so annotated. Gravesite reservations made before the one-gravesite policy will remain in effect as long as the reserve remains eligible for interment.

c. The cemetery Superintendent will communicate every 5 years with the surviving nonservice-connected spouse having a reservation to determine whether the reservation is to remain in force. In the event that it is not possible to obtain a request for continuation, the reservation is subject to cancellation.

4-15. Disinterments

AR 290-5 contains general information and requirements covering disinterment and removal of remains from Army cemeteries.

Section II

Headstones and Markers

4-16. General

General instructions on headstones and markers are in AR 290-5.

4-17. Delivery and receipt

a. Headstones and markers for Army cemeteries are procured by the U.S. Department of Veterans' Affairs. That office will furnish the Superintendent a list of the headstones or markers that have been ordered for the cemetery.

b. Pending receipt of the headstone, the Superintendent will set up a suspense file, by month, using the DA Form 2122. Upon receipt of the summary of monuments list the inscription data will be verified with the DA Form 2122, and any discrepancies noted will be telephoned at once to the U.S. Department of Veterans' Affairs, so correction can be made before the headstone is inscribed. Cemetery records will be annotated to indicate that date and time the corrections were called in.

c. The Superintendent reviews the suspense file each month. Followup action in writing will be taken if the headstone has not been received within 120 days after interment. This followup action will be sent to the Procurement Division, National Cemetery System, U.S. Department of Veterans' Affairs. It will include the decedent's full name, date of interment, grave number, section, and SF 1103A (Government Bill of Lading (GBL)) number, if available.

d. When the next of kin inquires about nonreceipt of a headstone, and the normal time period has elapsed, the Superintendent corresponds with the Director, instead of suggesting that the next of kin write for the information. In this way, the Superintendent knows first hand of the problem and ensures that the headstone is erected as soon as possible.

e. When a headstone is received at the cemetery, with no discrepancies, the DA Form 2122 will be annotated to include date received and erected, and GBL number.

f. When headstones or markers are delivered to the cemetery, the Superintendent examines them for damage. Any damage will be noted on the carrier's delivery ticket. The Superintendent also obtains a damage inspection report from the carrier and forwards this report to the Director, Monument Service, National Cemetery System, U.S. Department of Veterans' Affairs, along with a letter

requesting a replacement of the broken or damaged headstones. In the event the carrier's agent does not inspect the damage, the Superintendent notifies the U.S. Department of Veterans' Affairs so that they may obtain adjustments from the carrier.

g. When headstones or markers are delivered to the cemetery and the Superintendent is not able to inspect the headstone at that time, he will annotate the carrier's delivery ticket to indicate the delivery is being accepted conditionally, and that any concealed damage will be reported at a later date. The procedure for replacement of a damaged headstone indicated in f above will be followed.

4-18. Erection and storage

a. Headstones and markers will be erected as soon as possible after receipt. They will be protected from the weather to avoid damage or staining from crating materials. Preferably, each stone will be placed to rest on its long edge in a vertical freestanding position for easy accessibility. When there is a shortage of space and there is a wall or other substantial support at the storage area, the headstones may be stored resting on their bottom edge and leaning against the wall at a safe and stable angle. Several stones may be stacked against the first to conserve space.

b. Headstones for individual graves will be erected on the centerline at the head of the grave with the inscription facing the grave. They will be set plumb and aligned laterally, transversely, and diagonally with the headstones at other graves. (See fig 4-7.) Measurements will be taken from the section layout monumentation points and not from headstones previously set; in this way, small discrepancies in measuring will tend to cancel out and not be compounded.

c. New and replacement headstones in old sections (where stones have not been and cannot be set at the standard height) will be set at the same distance above ground as adjacent headstones, provided they can be set with the inscription above the ground level. When reporting new interments or requesting replacement of headstones in such sections, the Superintendent will indicate in the "Remarks" box on DA Form 2122 (or in a letter if a replacement is required) the height of existing headstones in the section so that the last line of the inscription on the stone will not be too close to the ground.

d. When a general realignment or resetting of headstones is scheduled in an area where there are older types of markers, they should be set in accordance with the following:

(1) Upright type (35- or 10- by 2-inches): set 18 inches out of ground.

(2) Unknown type (30- by 6- by 6-inches): set 12 inches out of ground.

e. In new sections of Army cemeteries, all upright headstones will be set at a nominal height of 24 inches from the finished grade to the top of the arc. Headstones which have been previously set at other heights above grade, but present a neat and uniform appearance with the inscription visible, will not be reset to meet the stated heights. The nominal height of 24 inches for the current standard of headstone setting is the average height. Minor deviations in the normal height are permissible to provide a fair and pleasing top line and to compensate for slight ground rises or depressions within a burial section. Where a number of adjacent stones are set or reset in a section and ground conditions make vertical settlement likely, an extra 1 inch may be allowed in the aboveground projection when the stone is initially set.

f. Trees or shrubs that obstruct headstones will be considered for removal. When trees are to be retained, the portion of an affected headstone that is, or should be, below the ground will be removed. The remaining portion will be used as a flat marker, with long dimension parallel to the longitudinal axis of the grave. Cutting to size will be done locally. Where it is impracticable to remove or cut the existing headstone, the cemetery Superintendent will submit a request for a shortened replacement stone giving complete justification for the replacement. Instructions for the placement of the shortened-type stone on the grave are in figure 4-8.

g. Unless approved special one-man devices are available, headstones will be lifted, transported, and set by at least two men. Realignment, when consisting merely of straightening the headstone with a prybar or similar implement, may be done by one man.

h. Where a flat marker is used, it will be set on the gravesite with its top edge 7 inches from the head of the gravesite and centered on the width of a grave. The face of the marker will be set 1 inch above

the parallel to the surface of the ground. Instructions for location and placement of flat markers are in figure 4-7

4-19. Maintenance

a. The natural surfaces of headstones and markers will be retained. They will not be painted, white washed, or calcimined.

b. Headstones and markers will be cleaned to remove objectionable accumulations, such as bird droppings, mud, tire or hose markings, grass stains, residue from trees, and fungi. The toning or patina of the stone will not be removed unless as a result of cleaning to remove such accumulations. In this instance, the stone should be cleaned in its entirety to present a uniform appearance.

c. The following methods will normally be used for cleaning headstones or markers.

(1) Marble headstones and markers. Add one-half pound of calcium hypochlorite ($\text{Ca}(\text{OCl})_2$) to 13 quarts of water and mix thoroughly. For best results, apply the solution with a longhandled brush and scrub the headstones until all foreign material is dissolved. Rinse with clear water.

(2) Flat granite markers.

(a) To remove grass stains and mud, wet the marker with clear water. Apply a small amount of any standard household detergent, powder, or liquid, in accordance with manufacturer's directions. Allow emulsion to form, scrub with brush, and rinse.

(b) To remove rust or stubborn dirt stains, wet marker with clear water. Apply, with a brush, a solution of 2 parts orthophosphoric acid and 1 part water. Rinse thoroughly when stain disappears. Failure to remove solution may result in discoloration and damage to the surface of the stone. Exercise extreme caution in using this solution. Personnel performing the work, mixing the solution, or pouring it from one container to another, should be equipped with acid-proof face protectors, rubber gloves, aprons, and boots. Employees applying the solution should stand on the windward side of the stone. The following method may be tried in place of the orthophosphoric acid solution: wet the marker with clear water, apply a mild abrasive cleanser (diatomaceous earth or volcanic ash), and rub gently with a fiber brush until stain disappears.

c. Superintendents will exercise utmost care to prevent headstones and markers from being chipped, marred, or damaged.

4-20. Replacement

Headstones and markers will be replaced only as prescribed by AR 290-5. Requests for replacement will be submitted to the Procurement Division, U.S. Department of Veterans' Affairs, with the following information:

a. *Inscription data.* Extent of illegibility or type of damage (chipping, scratching, cracking, breakage, or discoloration), and area of stone or marker affected. A sketch will be attached, where necessary, to portray accurately the extent of damage.

b. *Cause of damage.* State corrective action taken to prevent similar damage if caused by cemetery activities.

c. *Report of damage.* State whether damage was reported by next of kin or cemetery personnel.

Section III Private Monuments

4-21. Authority for Installation

a. Prior approval of the Superintendent is required for monuments and markers to be erected in Army cemeteries at private expense to mark graves in stead of Government headstones and markers. General instructions concerning private monuments and markers are in AR 290-5.

b. Written authority from the next of kin or other responsible person must accompany any request for the erection of a private monument. Such request will include the full name, address, and relationship of the next of kin or responsible person.

c. The letter of approval from the Superintendent to the next of kin or responsible person will include a statement that it is agreed that the Department of the Army will not be liable for maintenance of, or damage to, the monument. The Department of the Army may replace the monument with a Government headstone if it is not maintained in a safe and serviceable condition, as determined by the Department of the Army.

d. If the request is to erect a private monument to span two gravesites, or to mark a single gravesite in which an additional interment will be made, the letter of approval will include the statement that the purchaser of the monument will make all necessary arrangements, financial and otherwise, to provide for the completion of the inscription when the subsequent interment has been made.

d. Footstones are permitted only at graves in lots marked with a private monument spanning the centerline of the lot. Should the next of kin or responsible person desire to place a footstone, application will be submitted to the Superintendent, with a drawing showing the design and proposed inscription.

4-22. Stipulation of contracts

a. The Department of the Army does not recommend any monument firm but grants permission for the erection of monuments in individual cases. Therefore, any transaction or arrangement with a monument firm must be considered a private matter for which the Department of the Army assumes no responsibility.

b. Contracts made by next of kin or responsible person with a monument firm for the erection of a private monument or marker will stipulate that such monument or marker is—

(1) Subject to approval by the Superintendent, Arlington National Cemetery.

(2) Subject to determination whether private monuments or markers are permitted in the section where the grave is located.

4-23. Emblems and Insignia

Full-sized drawings of details of carvings, emblems, insignia, or molded effects must be submitted to the Superintendent, Arlington National Cemetery (AR 290-5). The drawings will show in detail the kind of carving and lettering, such as V-sunk, U-sunk, or pannelled. Shaped carving will be used to place emblems and insignia on monuments.

4-24. Specifications

a. *Size of monuments.* The dimensions of any monument will be governed by the size of the gravesite or lot (2 gravesites) on which it is to be erected. The minimum width of a monument will be 13 inches at the ground level. The maximum width of a monument permitted on any lot or gravesite will be 7 feet at the ground level with a minimum of 6 inches between the extreme ends of the monument and the side boundaries when centered on the site. On narrower lots or gravesites for example, the standard gravesite of 5-foot width, the monument will be restricted to a size that will provide the same minimum of 6 inches between the ends of the monument and the side boundaries of the site. The thickness of the monument will be governed by its width and height and by the space available between the foot of the excavation (interment) of the abutting gravesite and the head of the excavation of the gravesite on which the monument is to be placed. The maximum thickness and height permitted are 2 and 5 feet, respectively. The center line of the monument will be aligned laterally and longitudinally with the centerline of existing headstones and monuments. Footstones will not exceed 10- by 20-inches at the top.

b. *Type of material.* The monument must be constructed of durable stone, an approved color, and clear monumental stock of the very best quality. Any stone (granite or marble) that can be identified by name on the list of materials approved by the Superintendent for the erection of monuments may be approved upon written application. Otherwise, a sample must accompany the drawing.

c. *Finish.* A fine axed, hammered, rubbed, steeled, sanded, or honed finish is permissible for the exposed surfaces of the die block, and all such surfaces will be of matching finish. If any surface of the die is rubbed, all other surfaces (except undersurface) will also be rubbed. Glossy polished surfaces are permitted under the same conditions. It is also required that the die and base of the monument be of the same material and finish. The wash and margin of the base will be finished to match the die block. Footstones will be considered of the same material and will match the finish of the monuments erected on the lot. One-piece (monolith) monuments may be finished as specified for the die block described above. Since the lower portion of such monuments is subject to damage, it is suggested that a simulated joint be provided and the surface of the monument below this line be finished rock-faced. Such line usually

except those pertaining to reservations or obstructed gravesites which will be handprinted in pencil. All gravesites in each section, whether occupied, reserved, obstructed, or available will be listed on each file card in numerical ascending order to correspond with the numbers shown on the approved layout plan. As interments are made, entries will be made on each file card to correspond with the official record as shown by DA Form 2122.

b. At all other Army cemeteries, a register of interments and reservations will be maintained on DA Form 2123 (Record of Interments and Reservations). All other requirements in a above will apply to entering information on the DA Form 2123. (See fig 7-1.)

c. A register of inurnments in the columbarium will be maintained. Entries will be posted beside the appropriate niche number and will correspond with the official record shown on DA Form 2122.

d. When space permits and it can be done legibly, multiple inurnments in the same niche will be entered on the same line. If not, additional inurnments in the same niche will be footnoted and entered on the last sheet of the section record.

e. When data recorded on DA Forms 2122 and 2123 or the cemetery's inurnment record differ from that shown on the headstone or niche cover, Superintendents will check all cemetery records to determine whether there are entries that may account for the difference.

(1) Where the check reveals the cause for the difference, all applicable records will be noted accordingly. Cross-reference DA Form 2122, will be prepared and filed when different names or spellings are evident, to provide a form for each name or spelling. For other inscription errors, an entry noting the error will be made on the DA Form 2122. Headstones and niche markers will not be replaced at Government expense if inscription errors resulted from incorrect information being provided by the next of kin on DA Form 2385. The headstone or niche marker may be replaced at Government expense if an administrative error was made at the cemetery.

(2) Where differences cannot be reconciled from cemetery records, the Supervisor, Administrative Services Division, will furnish the facts in the case together with complete data shown in the cemetery records and on the headstone or niche marker to the Superintendent. The Supervisor, Administrative Services Division, will take no further action until guidance is received from the Superintendent.

7-3. DA Form 2122

a. The DA Form 2122 is the official record of interment or inurnment and is the basis for ordering headstone or niche markers from the VA. The authority for each interment or inurnment will be indicated in the Remarks section.

b. The form is prepared in quadruplicate. The Superintendent will submit copy number one directly to the VA within 5 working days following interment. Copy number two is placed in a suspense file. Copy number three is temporarily retained for cemetery records and will be filed in proper alphabetical sequence. Copy number four is submitted to the Arlington National Cemetery Visitors Center. After the VA has completed ordering the headstone or niche marker, the original copy of DA Form 2122 will be returned to the cemetery. The original form (copy number one) will be placed in the permanent alphabetical file. The duplicate copy (copy number three) will then be destroyed.

c. Care will be exercised to ensure that complete data are recorded in the appropriate blocks on the form and that pertinent entries correspond to those on DA Form 2123 and inurnment register.

d. A check will be entered in the proper block to indicate whether the religious emblem (RE), date of birth (DOB), and state of residence (SR) have been verified by the next of kin. The Superintendent will make every effort to obtain this verification, when necessary. Other comments concerning the inscription desired by the next of kin, including the spelling of the name, will be indicated in the remarks section of the form.

e. The DA Form 2122 of an eligible family member will show the following for the primarily eligible service-connected person: name; address, if living; rank, relationship; and service data. If the primary eligible is deceased, his or her grave number or niche location will also be shown. Conversely, the report for the service-connected decedent will show name, relationship and grave number(s), or

niche location(s) of any family member(s) already interred or inurned in the cemetery. (See fig 7-2.)

f. A check will be entered in the proper block of the report when cremated remains are interred.

g. A notation is entered in the Remarks section when interment is made in an occupied or reserved gravesite, or a columbarium niche. A notation is made whenever the Superintendent has knowledge that next of kin contemplates erecting a private monument, or when interment is in a grave where a private monument already exists. In the latter instance, the Superintendent will advise next of kin that arrangements must be made for placement of an additional inscription on the existing monument at private expense to mark the subsequent interment. Next of kin will be advised that approval of the additional inscription must be obtained from the Superintendent.

h. If a surviving spouse is to be interred in the same grave or niche with the deceased spouse, an appropriate notation will be made in the Remarks section of DA Form 2122. To facilitate the completion of the form at the time of interment of the surviving spouse, the date of birth of the surviving spouse should be obtained when the deceased spouse is interred or inurned. This will also preclude correspondence and research to obtain the necessary date of birth for headstone or marker inscription when the surviving spouse is interred or inurned and there are no survivors. If the surviving spouse has serious objections to furnishing date of birth after being advised of the reasons for this requirement, he or she will not be pressed for it. However, DA Form 2122 will be annotated to this effect. Following are examples of notations to be made on DA Form 2122 pursuant to above instructions: "Surviving Spouse, Mrs. Jane P. Doe, desires burial in the same grave." "DOB 14 June 1906" or "Surviving Spouse declined to furnish date of birth."

i. When a reserved gravesite is used, DA Form 2121-R (Record of Gravesite Reservation), will be removed from the files and the decedent's name will be removed from the Gravesite Reservation Survey File.

j. When remains are disinterred and removed from the cemetery, the Record of Interment and/or Inurnment will be removed from the files and destroyed. All other cemetery records will be annotated to reflect the gravesite and/or niche as being available.

k. When remains are transferred from one grave to another in the same cemetery, the authority for the transfer and the following note will be entered in the Remarks section of the form: "Disinterred from original grave (section and number) and reinterred in (section and grave shown above)."

l. The name of the service-connected decedent as indicated in Military or U.S. Department of Veterans' Affairs records will be shown in the appropriate block on the form. The alias or assumed name will also be entered in the Remarks section and one copy of the form will be filed under each name. Similar action will be taken in the case of a female service-connected person who served under her maiden and subsequently changed her name by marriage. When the dependent of a service-connected person is interred, the true name of the dependent will be shown in the top half of the block of the DA Form 2122. The name of the service-connected person on whose military service the interment was authorized will be shown in the lower half of the same block of the form as shown in figures 7-3 and 7-4.

m. After the order for a headstone has been placed, the U.S. Department of Veterans' Affairs will furnish one copy of the Summary of Monuments list to the Superintendent. The list will include the date headstone order was placed, name of quarry, the bill of lading number, and any changes necessary to conform to the official records of information furnished by the next of kin of the deceased. Superintendents will annotate their records to reflect these changes.

7-4. Cemetery layout plans

Superintendent, Arlington National Cemetery, prepares and maintains master layout plans for Arlington National Cemetery and Soldiers' and Airmen's Home National Cemetery.

a. *General cemetery layout plans.* These show the location and extent of the real estate comprising the cemetery; location of buildings, structures, utilities, drives, flagpoles, and gates; and other significant items.

b. *Gravesite layout plans.* These show the layout of individual gravesites and consist of one or more sheets delineating the

developed area and sections of the cemetery in which interments have been made or authorized. These plans are drawn to scale and show location of buildings, structures, utilities, and drainage lines; facing and numbering of gravesites, gravesite control markers; or other data needed to facilitate and control the accurate layout of gravesites. These plans must be maintained to reflect the current status of each gravesite whether occupied, reserved, obstructed, or available.

7-5. Historical records

The Superintendent will maintain historical data of importance to the cemetery. These data will be filed in appropriately labeled loose-leaf folders and include the following:

- a.* Copies or extracts of correspondence and other documents pertaining to the historical background and establishment of the cemetery.
- b.* Historical summaries, sketches, copies of magazine and newspaper articles on important events, photographs, names of noted people interred in the cemetery, descriptions of important structures, cemeteries or locations from which remains were concentrated into the national cemetery, and other matters of historical significance.
- c.* Cemetery historical records, documents, and/or other items of historical significance will not be loaned out or removed from the cemetery unless prior written authority is obtained from the Superintendent. Whenever historical records or other historical items are loaned out or removed from the cemetery, the cemetery historian will obtain a signed hand receipt from such items. A fixed return date must be established for all historical items removed from the cemetery.

7-6. National cemetery operations reports

a. Utilization of gravesites.

(1) DA Form 2864-R (Cemetery Operations-Utilization of Gravesites) will be prepared by the Supervisor, Administrative Services Division, at the end of each month. Negative reports are required, if applicable. DA Form 2684-R will be locally reproduced on 8½- by 11-inch paper. A copy for reproduction purposes is located at the back of this regulation.

(2) The following explanations are furnished in connection with the preparation of this report:

- (a)* Items 2 and 4 and lines 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, and 19 are self-explanatory.
- (b)* Item 1 includes both developed and undeveloped areas.
- (c)* Item 3 covers the total number of gravesites used, unused, and reserved in the developed area but excludes obstructed ones.
- (d)* Lines 5, 6, and 7, columns b through e, cover individual remains. A group burial will not be counted as one interment but the total number of remains in the group will be counted and reported. Entries in column b should be the same as those reported in column e of the previous month's report. Any changes in the figures carried over from the previous month should be explained under the remarks section. Entries in column d do not include remains moved from one location to another within the cemetery.
- (e)* The difference between the number of interments during the month (line 7, column e) and the number of gravesites used (sum of lines 9 and 10) will be entered in the parentheses on line 11. This entry will account for interments made during the month in occupied gravesites and for group burial interments. Any difference between the number of gravesites used and the number of interments will be explained under the remarks section.
- (f)* The remarks section will be used to furnish additional clarifying comments regarding interments and/or gravesites, or corrections and revisions to reports previously submitted. An explanation as to obstructed gravesites becoming available for use will be included, with reasons, gravesite numbers, and sections. Grave and section numbers of any obstructed gravesites not previously reported will also be included.
- b.* The Supervisor, Administrative Services Division, will prepare a report on the utilization of columbarium niches as of the end of each month. This report will be submitted to the Superintendent by not later than the 5th workday of the following month.

7-7. Financial records

The Arlington National Cemetery Budget Officer will maintain records for the recording of all obligations incurred, in order to account for and control funds authorized in the Annual Cemetery Expenses, Department of the Army Appropriation. The records will be made available to any authorized inspector for review.

FOR OFFICIAL USE ONLY

Appendix 8, List of Exhibits

1. Monthly Utilization Report, July 2009
2. ANC Appropriations History, Fiscal Years 1990 – 2010
3. ANC 10-Year Resource Plan, Fiscal Years 2008 – 2017
4. Government Computer News, "Hallowed Ground Gets Wired," 25 April 2006
5. Example of ANC Interment Tag
6. DA Pam 290-5, Figure 4-4, Side by side interments in one gravesite
7. Investigating Officer's Compilation of ANC Interment Processes
8. Example of ANC "Special Sheet," 31 July 2009
9. Example of "Daily Map," 31 July 2009
10. ANC contract performance work statement, Reset and Realign, March 2002
11. Excerpts from ANC Daily Schedule, 22 May 2003, pertaining to CAPT [REDACTED]
[REDACTED]
12. Record of Interment, CAPT [REDACTED]
13. Grave Index Card, Section 68, Grave 449
14. Email Correspondence, Records Search Pertaining to Section 68, Grave 449
15. Investigating Officer's Sketch, Burial Pattern Associated with Section 68, Grave 449
16. DA Form 2122, Record of Interment, MAJ [REDACTED]
17. DA Form 2122, Record of Interment, [REDACTED]
18. DA Form 2122, Record of Interment, Lt Col [REDACTED] [REDACTED]
19. Results of Reset and Realignment, Section 68, 10 November 2006
20. Grave Index Card, Section 42, Grave 1186
21. Revised Grave Index Card, Section 42, Grave 1186

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

22. Records of Interment, [REDACTED] AWRM-2 [REDACTED] [REDACTED] [REDACTED] [REDACTED]
and Grave Index Card, Section 42, Grave 1185
23. ANC Ground Burials, Fiscal Years 1948 – 2008
24. ANC FTE Use, Fiscal Years 1990 – 1999
25. [REDACTED] GS-09, Quality Assurance Specialist, Field Operations Branch, ANC,
Sworn Statement/Privacy Act Statement
26. [REDACTED] GS-09, Cemetery Services, Quality Inspector, ANC, Sworn
Statement/Privacy Act Statement
27. [REDACTED] YC-02, Supervisor Internment Services Specialist, ANC, First Sworn
Statement/Privacy Act Statement
28. [REDACTED] WS-10, Engineering Equipment Operator Supervisor, ANC, Sworn
Statement/Privacy Act Statement
29. [REDACTED] YC-03, Deputy Director of Cemetery Operations, ANC, Sworn
Statement/Privacy Act Statement
30. [REDACTED] YC-02, Administrative Services Director, ANC, Sworn
Statement/Privacy Act Statement
31. John C. Metzler, Jr., SES, Director of Cemetery Operations, ANC, Sworn
Statement/Privacy Act Statement
32. [REDACTED] WG-10, Engineering Equipment Operator, ANC, Sworn
Statement/Privacy Act Statement
33. [REDACTED] GS-09, Engineering Technician, ANC, Sworn Statement/Privacy Act
Statement
34. [REDACTED] YC-02, Supervisor Internment Services Specialist, ANC, Second
Sworn Statement

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY.

JUL 09

SECTION A - CEMETERY DATA

TOTAL ACRES	ACRES DEVELOPED	TOTAL UNOBSTRUCTED GRAVESITE CAPACITY OF DEVELOPED AREA	TOTAL OBSTRUCTED GRAVESITES IN DEVELOPED AREA
624	572	245,285	22,484

SECTION B - INTERMENTS

SUBJECT	BEGINNING OF MONTH TOTAL NET INTERMENT	DURING MONTH		END OF TOTAL NET INTERMENTS	TOTAL NET CREMAINS
		INTERMENTS	DISINTERMENTS		
KNOWN	274,719	367	-	275,086	
UNKNOWN	4,733	-	-	4,733	
TOTAL	279,452	367	-	279,819	155

SECTION C - GRAVESITES

TOTAL GRAVESITES USED FOR INTERMENTS AS OF BEGINNING OF MONTH	221,096	
UNOCCUPIED/UNRESERVED GRAVESITES USED FOR INTERMENTS DURING MONTH	180	73
RESERVED GRAVESITES USED FOR INTERMENTS DURING MONTH	18	2
OCCUPIED GRAVESITES USED FOR INTERMENTS DURING MONTH	169	80
TOTAL	221,296	
GRAVESITES MADE AVAILABLE DUE TO DISINTERMENTS DURING MONTH	0	
TOTAL GRAVESITES USED AS OF END OF MONTH	221,296	
TOTAL GRAVESITES RESERVED AS OF BEGINNING OF MONTH	6,603	
RESERVED GRAVESITES CANCELED DURING MONTH	2	
RESERVED GRAVESITES USED FOR INTERMENTS DURING MONTH	18	
TOTAL GRAVESITES RESERVED AS OF END OF MONTH	6,583	
TOTAL GRAVESITES USED AND RESERVED AS OF END OF MONTH	227,879	
TOTAL GRAVESITES AVAILABLE AS OF END OF MONTH	17,406	
REMARKS	2 CANCELLED RESERVATIONS SEC 31 GR 3958 SEC 46 GR 1125 POW TOTAL AS OF 7/31/2009 (121)	

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY.

<u>COLUMBARIUM</u>	CT 1	CT 2	CT 3	CT 4	CT 5	CT 6	CT 7	CT 8	NICHE WALL	<u>TOTAL</u>
Total Cremains	7219	7023	6608	6497	7240	6997	1672	6700	118	5007
Total Cremains	8	13	13	9	14	10	82	114	39	30
Cremains removed from Columbarium DM	0	0	0	0	0	0	0	0	0	
Total Cremains	7227	7036	6621	6506	7254	7007	1754	6814	157	5037
<hr/>										
Total Niche Capacity	5026	5026	5026	5026	5928	5712	7672	7672	6573	53661
Niches used by	5026	5026	5026	5026	5928	5711	1542	6183	113	39581
Un-occupied Niche	0	0	0	0	0	0	73	96	34	203
Occupied Niche	8	13	13	9	14	10	9	18	5	99
Niches used by	5026	5026	5026	5026	5928	5711	1615	6279	147	39784
Niches available to Removal	0	0	0	0	0	0	0	0	0	0
Niches used by	5026	5026	5026	5026	5928	5711	1615	6279	147	39784
Niches available	0	0	0	0	0	1	6057	1393	6426	13877

SAME NICHE	OTHER	RETIRED	VETERAN	DEPENDENT	TOTAL
99	1	51	145	105	302

UTILIZATION OF NICHES IN COLUMBARIUM COMPLEX

Jul-09

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Appropriation History FY 1990 – 2010

(\$ in 000)

Fiscal Year	Program	O&M 0861	Administration 0864	Construction 0865	Total
1990		\$7,054	\$333	\$4,987	\$12,374
1991		\$7,125	\$333	\$4,778	\$12,236
1992		\$7,337	\$430	\$4,820	\$12,587
1993		\$7,483	\$450	\$5,100	\$13,033
1994		\$8,041	\$504	\$4,193	\$12,738
1995		\$8,775	\$552	\$2,690	\$12,017
1996		\$8,290	\$596	\$3,049	\$11,935
1997		\$8,500	\$585	\$2,515	\$11,600
1998		\$8,779	\$599	\$2,437	\$11,815
1999		\$9,401	\$914	\$1,351	\$11,666
2000		\$10,133	\$928	\$1,412	\$12,473
2001		\$11,535	\$967	\$5,447	\$17,949
2002		\$12,644	\$1,068	\$8,825	\$22,537
2003		\$13,507	\$1,123	\$9,815	\$24,445
2004		\$18,832	\$1,299	\$8,869	\$29,000
2005		\$17,609	\$1,472	\$10,282	\$29,363
2006		\$18,170	\$1,467	\$9,123	\$28,760
2007		\$17,588	\$1,431	\$7,531	\$26,550

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Appropriation History FY 1990 -- 2010

(\$ in 000)

Fiscal Year	Program	O&M 0861	Administration 0864	Construction 0865	Total
2008		\$22,742	\$1,568	\$6,920	\$31,230
2009		\$22,718	\$1,569	\$12,443	\$36,730
2010		\$25,658	\$1,569	\$9,973	\$37,200

FINAL FY 2010 BUDGET PASSBACK

CEMETERIAL EXPENSES, ARMY FOR ARLINGTON NATIONAL CEMETERY (ANC)

Item	FY 2009 Enacted	FY 2010 Request	FY 2010 Passback	FY 2010 Appeal	FY 2010 Final
Budget Authority (SM)	36.7	38.2	37.2	37.2	37.2
Employment (FTE)	95	96	96	95	95

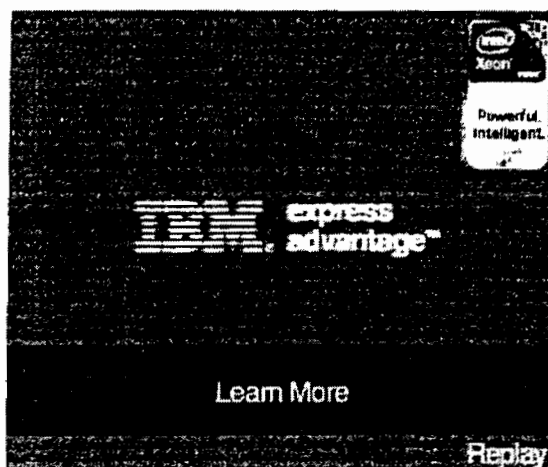
FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY.

10 Year Resource Plan FY 08-17 Arlington National Cemetery																
Proj No.	Project Description	Phase	Est	Budget Code	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	Future
CE06 dated 08 Jan 2008																
New Construction / Acquisitions																
Mission Essential																
N05	Land Expansion Millennium	S	300,000	FY02												
N05		D	3,300,000	FY04												
N05		C	23,726,884	CP 02	\$5,904,000	2,107,000	4,287,813		1,700,000	2,850,176		2,023,469	\$2,587,663		\$2,485,743	14,249,351
N06	Columbarium Phase V (Court 9)	D	700,000	CE03	\$700,000											
N06		C	13,268,000	CE06												13,268,000
N07	Land Expansion FT Myer Parking	S, FY04		BQ 02												
N07		D	300,000	CP 00					300,000							
N07		C	4,061,000	CP 00												
N08	Land Expansion Navy Annex	S	487,849	CE05												
N08		D	3,813,000	CE06										\$497,649	1,514,000	2,010,499
N08		C	30,671,000	CE06												30,671,000
N12	Fac Maint Comp. Parking Wall	C	2,241,200	CE 02												
N13	Fac Maint Comp. Vehicle Stor Bldg	C	1,888,000	CE06					\$1,180,786							254,900
N14	Fac Maint Comp. Material Stor Bldg	D	2,002,459	CE 03				2,002,459								
N14	Fac Maint Comp. Material Stor Bldg	C	3,310,000	BQ07		1,086,000	800,000	\$1,425,000								
N15	Total Cemetery Mgmt System	Dev	250,000	BQ06												
N16	Potomac Interceptor	D	1,700,000	BQ06		1,700,000										
N16	Potomac Interceptor	C		BQ06												
Major Rehabilitation and Repair:																
R05	Utility Replacements	D		MP 95												
R06	Utility Replacements	R&C	2,018,000	MP 96							1,019,000		1,000,000			
R16	Electrical Switches	C	\$360,000	BQ 06	\$175,000											
Major Maintenance																
M02	Milli road and repair	R&C	2,874,845	BQ 05	\$160,000			103,941								
M03	Stonework/Masonry Repair	R&C	2,882,800	BQ 05	\$82,000											
M05	Storm/Sanitary Sewer Lines	R&C	800,620	BQ06		300,000										
Health, Safety and Visitation																
M07	Boundary Wall Repair	S, FY04	\$320,000	2004												
M07	Boundary Wall Repair	D		BQ 02												
M07		R&C	\$332,841	BQ 05											332,841	
Environmental Compliance																
M08	Channel Pumphouse Closure	R&C	726,833	Pfe												726,833
New Studies																
S01	Cultural Resources Management Plan	S	250,000	BQ05								250,000				
Total Cap Investment					\$7,011,000	\$6,192,000	\$6,201,764	\$3,665,821	\$3,968,841	\$2,650,176	\$2,942,723	\$3,373,469	4,373,469	\$3,444,490	\$3,974,244	\$4,856,172

FOR OFFICIAL USE ONLY

Government Computer News



Hallowed ground gets wired

Higginbotham brings Arlington National Cemetery into the 21st century

- By Richard W. Walker
- Apr 25, 2006

Related Links

[Profiles in persistence](#)

[Hard job, soft soil](#)

[Straight shooter](#)

[Bridge builder](#)

[Change manager](#)

[The penmanship in the details](#)

[Bottom-line results](#)

[Top of the deck](#)

[One for all](#)

[The grants whisperer](#)

[A well-wired message](#)

[Health IT goes to war](#)

THURMAN HIGGINBOTHAM Arlington National Cemetery

CAREER HIGHLIGHTS

1965 Started career with Arlington National Cemetery as a security guard

- 1966 Became the first African-American Cemetery Representative for ANC
- 1970 Attended American Academy McAlister Institute of Funeral Service, New York
- 1971 Became licensed funeral director in the District of Columbia
- 1984 Became ANC administrative officer
- 1988 Named administrative services director
- 1990 Promoted to deputy of cemetery operations
- 1993 Worked with the Army to establish network connection and e-mail accounts for ANC
- 1995 Expanded the use of computers throughout the cemetery
- 2000 Initiated Business Process Reviews for full automation
- 2002 Established fiber connections to all ANC buildings and installed a state-of-the-art phone system
- 2003 Developed and implemented the ANC Interment Scheduling System



My goal is so people can look up a grave from home and print out a map that will show exactly where the grave site is '

'Thurman Higginbotham

Rick Steele

Thurman Higginbotham, deputy director of operations at Arlington National Cemetery, never misses an opportunity to pitch his vision for a fully automated information management system at ANC. Sometimes, it really pays off.

Two years ago, Higginbotham struck up a conversation with Sen. John Warner (R-Va.), who was attending a funeral at the cemetery. Warner, chairman of the Senate Armed Services Committee, happened to mention that he had received an e-mail from a constituent who expressed surprise at the lack of an automated records system when he went to the cemetery to find a relative's grave site. The constituent had witnessed firsthand the cumbersome and time-consuming search through multiple sources to find the grave location.

'I said, 'Oh boy, you've just opened the door for me.' I gave [Warner] this whole spiel about what I wanted to do and how I wanted to do it,' Higginbotham said. 'He said, 'This place deserves just what you're talking about.' '

Warner went back to Capitol Hill and got to work, sending staffers to Arlington to learn more about Higginbotham's modernization plans. 'He marked our budget up \$5 million,' Higginbotham said. 'When it got to conference it was reduced to \$1.5 million. But that got us started.'

Today, Arlington National Cemetery is on the way to realizing Higginbotham's vision. But getting there is a surprisingly complex and demanding undertaking.

For starters, managing ANC's daily operations is enormously complicated. The cemetery conducts about 27 funerals

a day. In addition to scheduling funerals and cemetery personnel to support each one, ANC must coordinate with the service branches to schedule the honors teams, chaplains and chapels.

Then there's the task of managing ANC's records. 'ANC dates back to 1864, so the number of records that must be maintained is vast,' said ANC director John Metzler.

The cemetery has four separate sources for tracking, locating and identifying graves. There are about 350,000 grave cards listing occupants and details of their location in the ground, burial records including personal and family information, maps that identify graves by section and records for headstones.

On the scheduling front, ANC in 2003 rolled out a new, automated system for scheduling funerals, a marked improvement on a Veterans Affairs Department burial-scheduling system that ANC had been using since 1999. Before that, scheduling was done with 'stubby pencils, telephones and a fax machine,' Metzler said.

Under Higginbotham's plan, the scheduling system eventually will be merged into a total cemetery management system, in which all records will be digitized and integrated with a geographical information system.

To date, Higginbotham said, all the grave cards and burial records have been scanned and entered into a database. 'Our next step is to validate the data using the grave cards, burial records, headstones and maps to make sure those four sources of data are synched up,' he said. He expects it to take about three years before the system goes live.

'We've just completed a business case with the Office of Management and Budget, which lays out the whole plan to develop the entire system after we've done some studies and looked at the most feasible way to do it,' Higginbotham said. 'My goal is to have all the grave sites available online to the public, so people can look up a grave from home and print out a map that will show exactly where the grave site is.'

Higginbotham not only has had to sell his plans for modernizing the cemetery to OMB and to movers and shakers on the Hill, he's had to convince skeptical fellow employees at ANC that it's the way to go.

Higginbotham's strategy is to make sure employees feel like players. 'I always try to make them feel like they have ownership in it. We have meetings on the development of the program and I tell them, 'You're the ones who are sitting behind the computer every day, not me. I want your input as to how we can make it simpler and easier so you can do your job better.' Then they sign on to it and feel like they're part of it.'

Touting cemetery management modernization is nothing new for Higginbotham, who has worked for ANC for more than 41 years. He saw a need for technology decades ago.

In 1965, after a three-year stint in the Army, he took a job at ANC as a security guard. 'They were hiring guards back then because there were so many visitors coming to the Kennedy grave,' he said. It was a way of getting his foot in the door in government service. A couple of years later, he became a cemetery representative, responsible for scheduling and accompanying funerals.

In the 1980s, Higginbotham became an administrative officer and began to research ways of transferring all the historic paper records to electronic format. He settled on microfiche, which is still used today to look up grave locations for visitors.

As desktop computers began to make their way into government offices, he saw that the possibilities for automating cemetery operations were endless. 'I said to myself, 'There's no limit to what we could do with this.' When I began doing some reading on GIS, I thought, 'This is right down our alley.' '

That sort of prescience is what makes Higginbotham a visionary, Metzler said.

'And that's not a word that should be tossed around lightly,' he added.

NAME

SEC

GRAVE

DOI

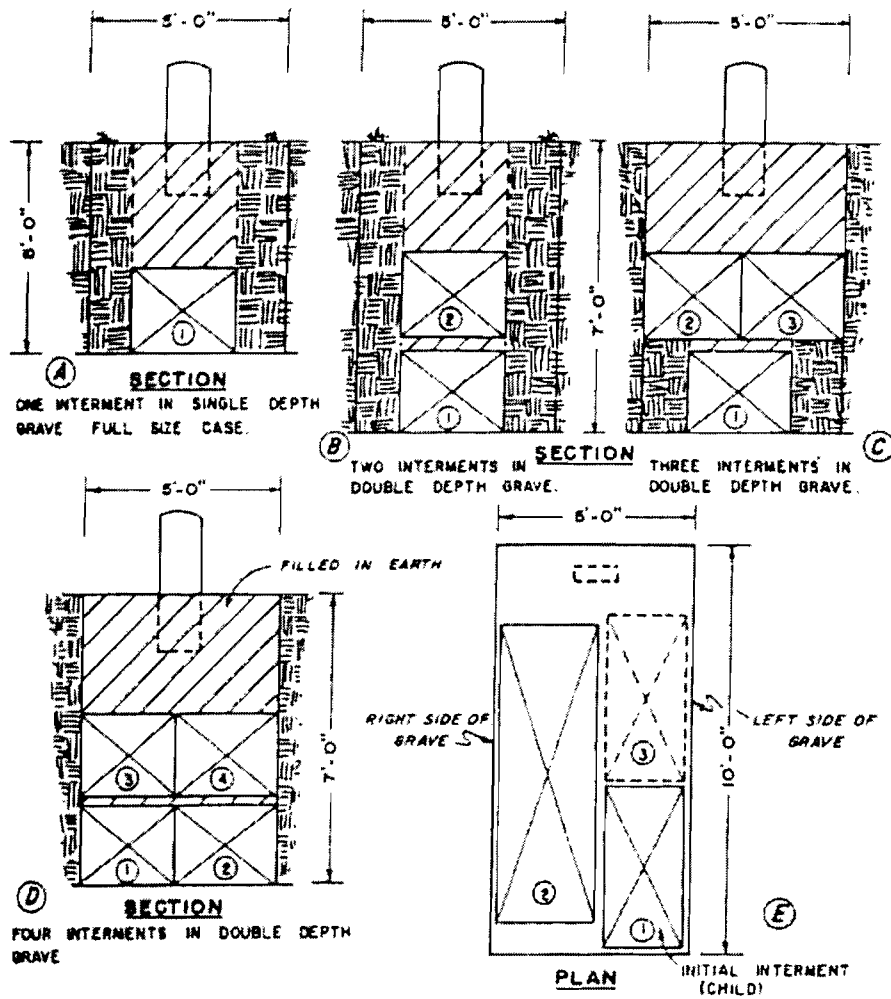


Figure 4-4. Side by side interments in one gravesite

FOR OFFICIAL USE ONLY

Investigating Officer's Compilation of ANC Interment Processes.

1. Funeral Reservation/Data Entry.

- Interment Services Branch (ISB) staff confirms funeral reservation and enters pertinent decedent information into the Interment Scheduling System (ISS) In use since 2003, ISS is an automated system unique to ANC

2. Gravesite Assignment.

- Supervisor, Interment Services Branch (ISB) selects the cemetery section to be used for interment.
- Engineering Technician selects the gravesite to be used within the cemetery section, based on availability reflected on the section's gravesite layout plan

3. Administrative Preparation.

- The ISB staff prepares the following documents
 - o Daily Schedule. Lists all funerals (interments and inurnments) for a specific date. Information includes: decedent name, rank, service and eligibility, next of kin; gravesite or columbarium location, time of funeral, and scheduled honors, if authorized The Daily Schedule is filed in ANC historical records.
 - o Special Sheet. Prepared up to two days in advance, the special sheet is the Daily Schedule, with hand written notes to support interment preparation It includes: grave depth required for the interment (7 feet for initial interments if subsequent interments are expected at the same site, 5 feet for subsequent interments, or 3 feet for cremains), identifies previous interments in the same gravesite (depth of previous interment(s), and whether those interments were center line, right half of center line or left half of center line). This information helps equipment operators understand what is already in a grave if they are "re-opening" a previously occupied gravesite
 - o Temporary Grave Marker. Laminated card reflecting decedent information and gravesite location used to mark a gravesite until permanent headstone arrives
 - o Record of Interment. Previously typed on a DA Form 2122, the ISS database now produces the official record of interment.
 - o Grave Index Card. ISB Staff types decedent information and interment date on the grave index card, verified with Record of Interment.
 - o Interment Tag. Waterproof tag that reflects name of decedent, cemetery section, grave location, and date of interment

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

- Engineering Technician prepares the Daily Map, a 8x11 map of ANC which reflects gravesite locations for a specific day's burials. It is distributed with the Special Sheet to the Field Operations Division to prepare gravesites

4. Gravesite Preparation.

- Engineering Technician physically verifies the selected gravesite is available for use
Pencils in the gravesite on the section gravesite layout plan.
- Engineering Technician stakes gravesite for equipment operators
- Interment Operations Branch (IOB) Work Leader verifies staked gravesite is at the same location listed on the Special Sheet and Daily Map prior to excavation. Reports discrepancies to ISB.
- Equipment operators dig the grave according to specifications on the Special Sheet

5. Gravesite Marking/Verification.

- IOB staff places the Temporary Grave Marker at the gravesite prior to the funeral.
- Field Operations Division Quality Assurance Specialist verifies Temporary Marker is located on the correct gravesite.
- ISB Cemetery Representative re-verifies gravesite location using daily schedule on the day of interment
- ISB Cemetery Representative attaches Interment Tag to casket after the funeral
- ISB staff orders headstone through the Department of Veterans Affairs Burial Operations Support System (BOSS)
- ANC Contractor installs VA headstones at the gravesite, using location inscribed on back of headstone.
- Cemetery Services Quality Inspector confirms headstone is placed at the correct site location. Reports discrepancies to ISB. When headstone confirmed at the correct location, removes the Temporary Grave Marker
- Cemetery Services Quality Inspector staff confirms receipt of headstone, and enters "set date" in BOSS.

6. Gravesite Records.

- ISS database contains decedent information, gravesite location, and headstone information. Only available for interments conducted after mid-2003.
- Gravesite index cards, filed by cemetery section in sequential gravesite order, are located in labeled index card files.
- Headstone locations are reflected in the VA BOSS database, cross-referenced by decedent name. Available for interments conducted after 1999
- Records of Interment are filed alphabetically in a separate index card file
- "Daily Book" is completed and filed in ANC historical records. This includes the Daily Schedule, and notes pertaining to individual burials on that date

FOR OFFICIAL USE ONLY

Arlington National Cemetery
FUNERAL SCHEDULE FOR Friday, July 31, 2009

NAME	ORIGIN	CI	SEC	STR	NUM	TIME	REP	HONORS
7 [REDACTED] WIDOW of [REDACTED] CW4, USA [REDACTED] SON	Office					09:00	<input checked="" type="checkbox"/>	No Honors
CREMATE IN HUSB'S CASKET								
8 [REDACTED] YDC, USN [REDACTED] DAUGHTER [REDACTED] Discharged	Office and Columbarium					10:00	<input type="checkbox"/>	USN Casket Team / Bugler / Protestant / EP Military Protestant GOVT /
9 [REDACTED] WIDOW of [REDACTED] COL, USA [REDACTED] SON HUSB 7' GIL 7-2006	Office	66		156		10:00	<input type="checkbox"/>	USA Casket Team / Protestant Military Protestant EVANS FUNERAL CHAPEL Amer
10 [REDACTED] WIDOW of [REDACTED] MAJEN, USAF [REDACTED] DAUGHTER HUSB 7' 10-1986	Office	10		11463		10:00	<input type="checkbox"/>	USAF Casket Team / Catholic Military Catholic MURPHY / None
11 [REDACTED] PAGE, PT, USA [REDACTED] SON [REDACTED] Discharged	Office and Columbarium					10:00	<input type="checkbox"/>	USA Casket Team / Bugler / Protestant / EP Military Protestant GOVT /
12 [REDACTED] MSGT, USMC [REDACTED] WIDOW Ret 1960	Post Chapel to Columbarium					11:00	<input type="checkbox"/>	USMC Casket Team / Bugler / Protestant / EP / Post Chapel Military Protestant GOVT /
13 [REDACTED] SSGT, USAF [REDACTED] WIDOW [REDACTED] Discharged	Office and Columbarium					11:00	<input type="checkbox"/>	USAF Casket Team / Bugler / Protestant / EP Military Protestant GOVT /

FOR OFFICIAL USE ONLY.

FUNERAL SCHEDULE FOR Friday, July 31, 2009

NAME	ORIGIN	CT	SEC	STK	NUM	TIME	REP	HONORS
14 [REDACTED] WIDOW of [REDACTED] SSGT, USA [REDACTED] DAUGHTER	Office and Columbarium	8	FF	20		11:00	<input type="checkbox"/> USA	Body Bearers (D) Catholic Military Catholic GOVT /
15 [REDACTED] WIDOW of [REDACTED] QMS2, USN [REDACTED] EXLCLTRIX HUSB 7' G12-2004	Office	12		6308		11:00	<input type="checkbox"/> USN	Casket Team / Jewish Military Jewish RENDON-HALT FUNERAL HOME / June
16 [REDACTED] [REDACTED] WIDOW Decorated Veteran	Office					11:00	<input type="checkbox"/> USA	Band / Casket Team / Bugler / Protestant / Caission / Escort / FP Military Protestant GOVT / None Circle
17 [REDACTED] WIDOW of [REDACTED] TEC3, USA [REDACTED] SON HUSB 7' W-1966	Memorial Gate	35		4744		13:00	<input type="checkbox"/> USA	Casket Team Family Protestant JEFFERSON FUNERAL CHAPEL / June
18 [REDACTED] [REDACTED] WIDOW Decorated Veteran	Office					13:00	<input type="checkbox"/> USA	Casket Team / Bugler / Protestant / FP Military Protestant GOVT /
19 [REDACTED] [REDACTED] 2LT, USA [REDACTED] WIDOW Discharged	Post Chapel to Columbarium					13:00	<input type="checkbox"/> USA	Band / Casket Team / Bugler / Protestant / Caission / Escort / FP / Post Chapel Military Protestant GOVT / Chapel
20 [REDACTED] [REDACTED] AOC, USN [REDACTED] EXECUTOR Ret 1975	Office and Columbarium					13:00	<input type="checkbox"/> USN	Casket Team / Bugler / Protestant / FP Military Protestant BRINSFIELD FH /

FOR OFFICIAL USE ONLY

FUNERAL SCHEDULE FOR Friday, July 31, 2009

NAME	ORIGIN	CT	SEC	STK	NUM	TIME	REP	HONORS
21 [REDACTED] CAPT, USAF [REDACTED] SON Discharged	Office and Columbarium					13:00	<input type="checkbox"/> USAF	Casket Team /Bugler / Catholic /FP Military Protestant GOVT /
22 [REDACTED] WIFE of [REDACTED] 1ST LT, USA [REDACTED] HUSBAND(DISCHARGE)	Office and Columbarium	4	II	5	3	14:00	<input type="checkbox"/> USA	Body Bearers(1) / Protestant Military Protestant GOVT /
23 [REDACTED] AIC, USAF [REDACTED] DAUGHTER Discharged	Office and Columbarium					14:00	<input type="checkbox"/> USAF	Casket Team /Bugler / Protestant /FP Military Protestant GOVT /
24 [REDACTED] 2D LT, USA [REDACTED] WIDOW Discharged	Office and Columbarium					14:00	<input type="checkbox"/> USA	Casket Team /Bugler /FP GOVT /
25 [REDACTED] QMCM, USN [REDACTED] DAUGHTER Ret. 1973	Office	59	3644			14:00	<input type="checkbox"/> USN	Casket Team /Bugler / Protestant /FP Military Protestant GOVT /None
[REDACTED] WIDOW of [REDACTED] QMCM, USN [REDACTED] DAUGHTER	Office					14:00	<input type="checkbox"/> USN	Body Bearers(1) GOVT /None
26 [REDACTED] 1ST LT, USA [REDACTED] DAUGHTER Discharged	Office and Columbarium					15:00	<input type="checkbox"/> USA	Casket Team /Bugler / Protestant /FP Military Protestant GOVT /
27 [REDACTED] LT COL, US Office [REDACTED] WIDOW Ret. 1993	Office and Columbarium					15:00	<input type="checkbox"/> USAF	Band /Casket Team /Bugler / Protestant /Caissone /Escort /FP Military Protestant STAUFFER / liner

64 3775 7' LINER

Patton

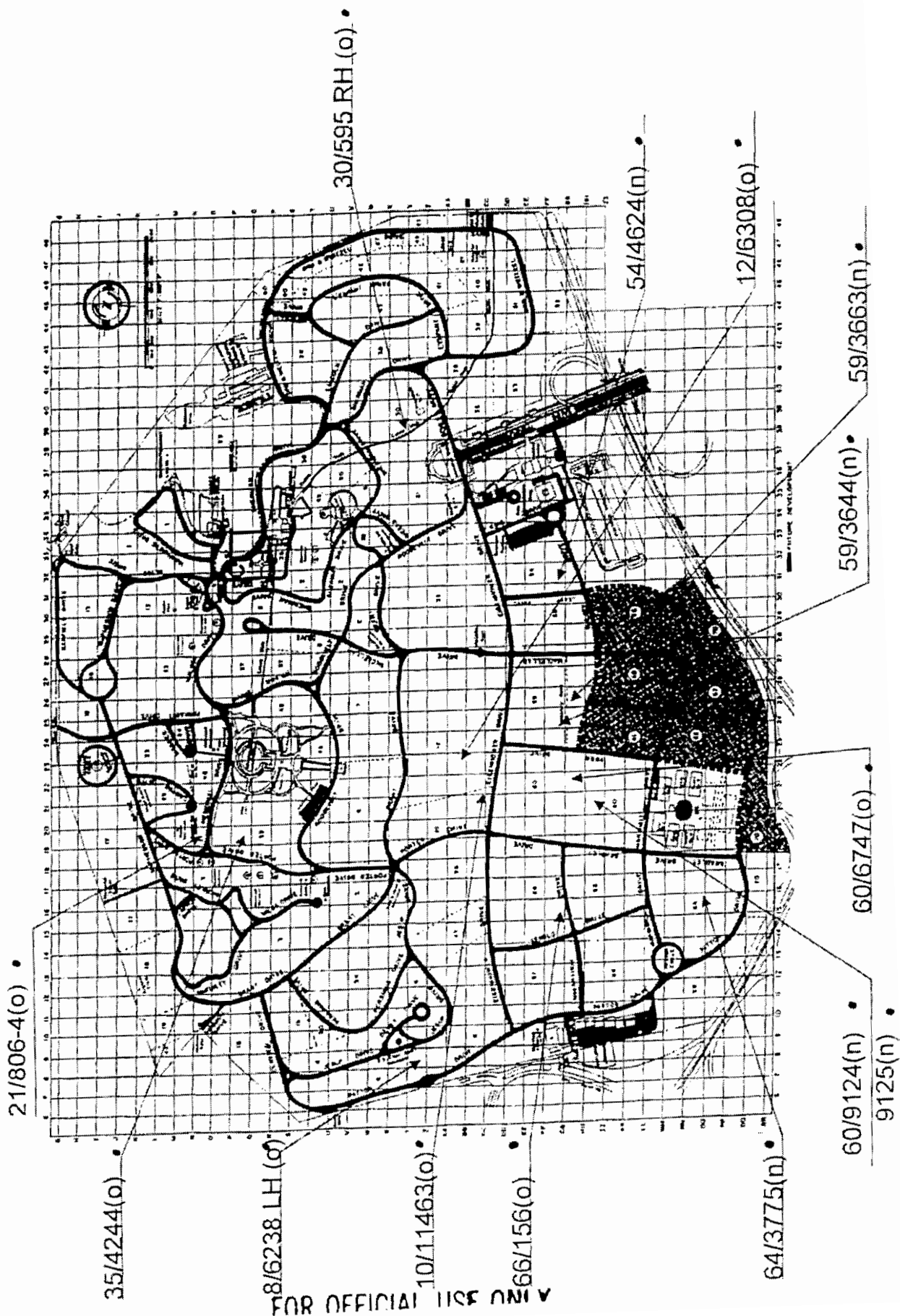
FOR OFFICIAL USE ONLY

NAME	ORIGIN	CT	SEC	STK	NUM	TIME	REP	HONORS
28 [REDACTED] COL, USA	Office		10		595 RH	15:00	<input type="checkbox"/> USA	Band / Casket Team / Bugler / Catholic / Caisson / CH / Escort / FP / Military Catholic / MURPHY / Liner
SON [REDACTED] Ret 1981 WOLF 2 7' GLL - 1997 5' open liner APMIN								
29 [REDACTED] WIDOW LCDR, USN	Post Chapel to Columbarium	6	E	5	4	15:00	<input type="checkbox"/> USN	Body Bearers (1) / Protestant / Post Chapel / Military Protestant / GOVT
DAUGHTER [REDACTED]								
30 [REDACTED] TSGT, USA	Office					15:00	<input type="checkbox"/> USA	Casket Team / Bugler / Protestant / FP / Military Protestant / GOVT / Vault
DAUGHTER [REDACTED] Decorated Veteran 9/25 CREMATE 31CL								
WIDOW of [REDACTED] TSGT, USA	Office					15:00	<input type="checkbox"/> USA	Body Bearers (1)
DAUGHTER [REDACTED] 31CL CREMATE								
GOVT / None								

NAME	ORIGIN	CI	SEC	STK	NUM	TIME	REP	HONORS
28 [REDACTED] COL, USA	Office		30		595 RH	15:00	<input type="checkbox"/>	USA Band / Casket Team / Bugler / Catholic / Carlson ACH / Escort / FF Military Catholic MURPHY / Liner
<p>SON Ret 1981 WOLF 27' GLL - 1997 <i>Superliner</i> <i>APMUN</i></p>								
29 [REDACTED] WIDOW of [REDACTED] LCDR, USN	Post Chapel to Columbarium	6	E	5	4	15:00	<input type="checkbox"/>	USN Body Bearers (1) / Protestant / Post Chapel Military Protestant GOVT /
<p>30 [REDACTED] TSGT, USA</p>								
[REDACTED] DAUGHTER	Office					15:00	<input type="checkbox"/>	USA Casket Team / Bugler / Protestant / P Military Protestant GOVT / Vandal
<p>Decorated Veteran <i>9/25 REMATE</i> <i>3'CL</i></p>								
[REDACTED] WIDOW	Office					15:00	<input type="checkbox"/>	USA Body Bearers (1)
[REDACTED] TSGT, USA								GOVT / None
<p>CREMATE <i>3'CL</i></p>								

Friday, July 31, 2009

FOR OFFICIAL USE ONLY



252 219-7009 SECTION 8(A) DIRECT AWARD (MAR 2002)

(a) This contract is issued as a direct award between the contracting office and the 8(a) Contractor pursuant to the Partnership Agreement dated February 1, 2002, between the Small Business Administration (SBA) and the Department of Defense. Accordingly, the SBA, even if not identified in Section A of this contract, is the prime contractor and retains responsibility for 8(a) certification, for 8(a) eligibility determinations and related issues, and for providing counseling and assistance to the 8(a) Contractor under the 8(a) Program. The cognizant SBA district office is:

Los Angeles District Office, 330 North Brand Blvd., Suite 1200, Glendale, CA 91203

(b) The contracting office is responsible for administering the contract and for taking any action on behalf of the Government under the terms and conditions of the contract; provided that the contracting office shall give advance notice to the SBA before it issues a final notice terminating performance, either in whole or in part, under the contract. The contracting office also shall coordinate with the SBA prior to processing any novation agreement. The contracting office may assign contract administration functions to a contract administration office.

(c) The Contractor agrees that--

(1) It will notify the Contracting Officer, simultaneous with its notification to the SBA (as required by SBA's 8(a) regulations at 13 CFR 124.308), when the owner or owners upon whom 8(a) eligibility is based plan to relinquish ownership or control of the concern. Consistent with Section 407 of Pub. L. 100-656, transfer of ownership or control shall result in termination of the contract for convenience, unless the SBA waives the requirement for termination prior to the actual relinquishing of ownership and control, and

(2) It will not subcontract the performance of any of the requirements of this contract without the prior written approval of the SBA and the Contracting Officer

(End of Clause)

PWS

Performance Work Statement for the Headstone Contract at Arlington National Cemetery

Reset & Realign

C.1. Headstones shall be carefully removed from their existing setting. The void shall be re-dug and shaped so that the headstone can be reset on the gravesite centerline at the head of the grave with inscription facing the grave. They shall be reset plumb and aligned laterally, transversely, and diagonally with the headstones at other graves. Headstones shall be set 24 inches from the finished grade to the top of the arc. All headstones removed during a single workday shall be reset on the same workday.

C.2. All headstones realigned and reset during each workday will be spot checked by the Contracting Officer's Representative (COR) to ensure that the contractor has reset each headstone on the proper gravesite generally prior to the close of business the next workday.

C.3. All subsoil around the headstone shall be firmly tamped using a wood or plastic tamper. The top two inches of soil will be replaced with topsoil and scratched with grass seed supplied by the Government at a central location, and lightly tamped. Metal tampers will not be used. Caution must be taken to avoid chipping the headstone.

C.4. All headstone shall be cleaned after resetting, using clean water and fiber brush to remove any mud or grass stains

C.5. Headstones that have been removed after setting shall be placed behind the gravesite and placed to reset on its long edge in a vertical free standing position. Headstones shall not be placed against any other standing headstone.

C.6. Any lifting device by the Contractor to pull headstone from existing setting shall be padded to prevent damage or chipping of headstone. Any headstones damaged or broken by the Contractor shall require identical replacement by the Contractor at no additional cost to the Government within 30 days of the damage. Any headstone damaged or broken shall be reported to the COR by the close of business the following day.

C.7. No heavy duty wheeled vehicles or tractors shall be permitted to drive on turf without prior permission to the COR. The Contractor shall be responsible for repair or replacing any turf damage by his wheeled or tracked vehicles or equipment at no cost to the Government. Any damage done to the turf should be reported to the COR by the close of business the following workday.

C.8. All work shall be accomplished during normal hours (7:30 a.m. To 4:00 p.m.), Monday through Friday. The need to accomplish work during other than normal hours must be approved by the COR prior to performance of work. All work involving use of tools or equipment which would interfere with any interment service conducted in the immediate vicinity of the work sites shall cease until the service has been completed. Only tools, equipment and vehicles required to perform under this contract shall be permitted to be stored on Cemetery property, (unless authorized by the Superintendent)

C.9. All resultant debris, i.e. excess soil and stones, rocks, boulders, shall be removed from area to disposal area designated by the COR. The soil around each headstone shall be tamped to full compaction and filled to ground level, with last two inches to be filled in with government provided topsoil, and left in a clean state, free of stones. The Contractor shall rake in seed and fertilizer around the headstone. Seed and fertilizer will be provided by the government. All materials used to box the headstones, i.e. cardboard and bands, shall be taken to the cemetery dumpster.

C.10. Flower vases: Many of the gravesites have permanent type flower vases set near the headstones. In the event such flower vases are encountered which may hinder the operation, the vase shall be carefully removed by the Contractor and reset by him as soon as possible, at no additional cost to the Government.

C.11. Responsibility: The Contractor shall be responsible for any damage to government property – including turf, sod, trees, and headstones - and all damages by the Contractor shall be replaced or repaired by the Contractor at no additional cost to the Government.

C.12. Workmanship: All work performed under this contract shall be accomplished in a workmanlike manner and will comply with all codes of the trades involved and the best-accepted practice.

C.12.1. Contractor and contractor employees shall be required to adhere to the following standards of dress and behavior while performing any work in Arlington National Cemetery:

C.12.1.1. Be fully clothed at all times, to include upper garment to cover the body from waist to neck.

C.12.1.2. Not engage in loud boisterous behavior nor use profane, vulgar, or abusive language while working in the cemetery.

C.12.1.3. Not eat or drink beverages except water while in work areas. Eating or consumption of refreshments shall be limited to approved lunch or rest areas.

C.12.1.4. Intoxicating beverages and/or drugs shall not be permitted in the Cemetery.

FOR OFFICIAL USE ONLY

W916VL-05-D-0001

Page 19 of 32

C.12.1.5 No area of the Cemetery, except duly designated restrooms, shall serve as toilet facilities.

C.12.1.6 Contractor employees shall be required to park their private vehicles in an area designated by the COR.

C.12 The Contractor shall provide a list of headstones raised and realigned each workday to the COR, by the end of the workday or the next morning.

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

05/21/2003 10:08 AM

SCHEDULE BY DATE

05/22/2003

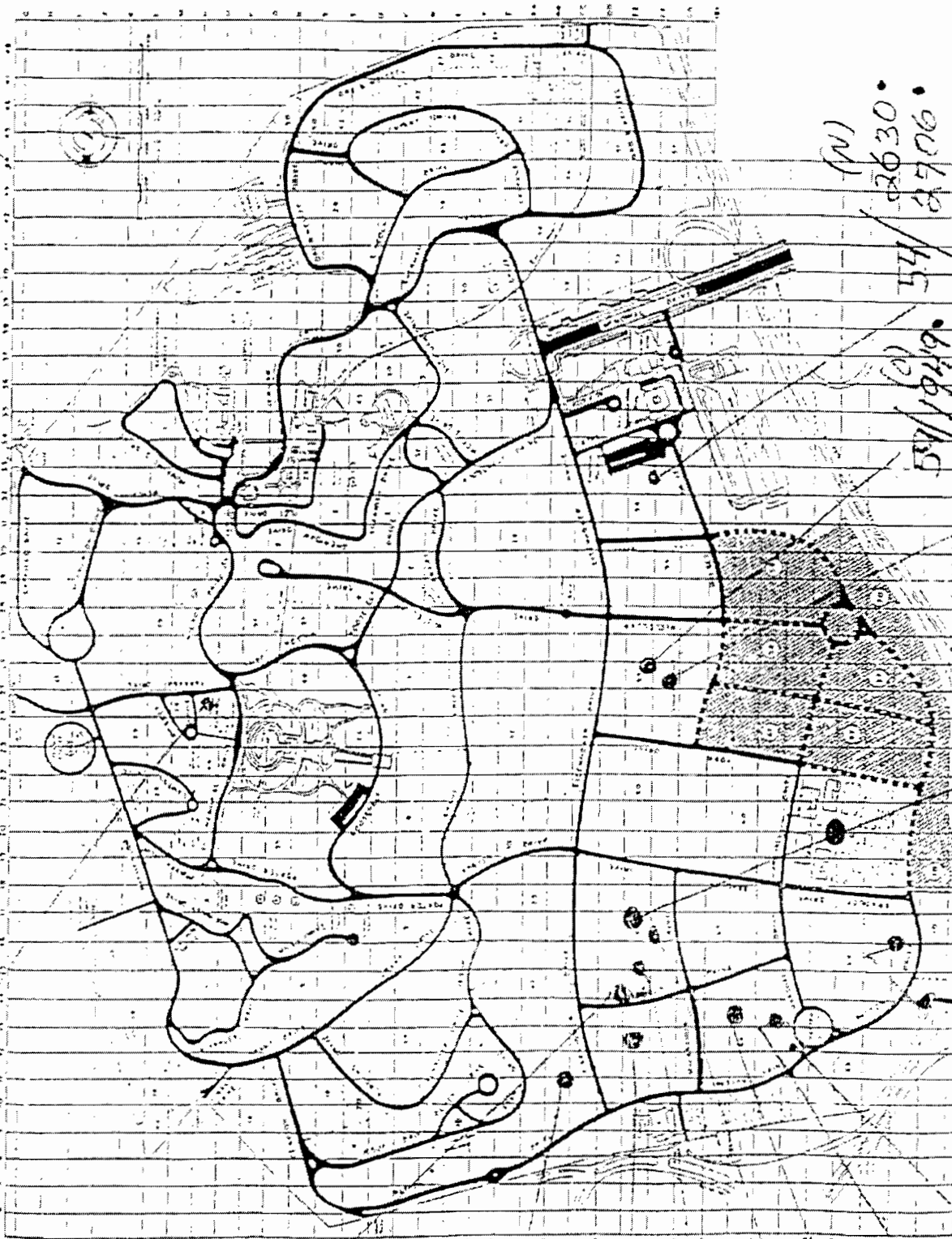
NATIONAL CEMETERY

Time	Decedent	Sect	Grave	Dpth	Pos	Cont	Rel	Act	Shltr	Rep	Clgy	Hnrs	Disc	P-Vl
11:00A	[REDACTED]	69	796	5	CL	GL2	V	I	O	V	Y	AR	N	N
J. T. MORPHESS AND SON (804) 733-8511 Remarks: SA/P COL (RET 78) NOK: [REDACTED] SON														
11:00A	[REDACTED]	67	3654	5	CL	GL2	V	I	OC	G	Y	AR	N	N
BARFANCO (410) 647-2400 Remarks: FA/P MAJ (RET 61) NOK: [REDACTED] NEPHEW														
1:00P	[REDACTED]	54	2706	3	CL	PV7	V	I	OG	T	Y	AF	N	N
GOVT (703) 695-3250 Remarks: FAF/P CAPT (RET 75) NOK: [REDACTED] NIECE														
1:00P	[REDACTED]	68	443	5	CL	GL2	V	I	O	O	Y	AR	N	N
HUBER-MOORE - BORDENTOWN, (609) 298-0330 Remarks: SA/C SFC (RET 68) NOK: [REDACTED] SON														
1:00P	[REDACTED]	3-GG	18 1	0	HA	PV7	V	I	OZ	[REDACTED]	Y	NA	N	N
GOVT (703) 695-3250 Remarks: SH/P PRM3 (HON DIS) NOK: [REDACTED] SON														
1:00P	[REDACTED]	64	347	5	CL	GL2	W	I	M	V	N	AR	N	N
BLUFORD (202) 669-7332 Remarks: ADB/FP WIDOW OF HENRY MSG NOK: [REDACTED] SON														
1:00P	[REDACTED]	1-QQ	2 3	0	NA	PV7	V	I	IZ	G	N	AR	N	N
GOVT (703) 695-3250 Remarks: FA/P LTC (RET 71) NOK: [REDACTED] SON														
2:00P	[REDACTED]	69	797	7	CL	GL2	W	I	M	O	Y	AR	N	N
DEMAINE (703) 549-0074 Remarks: HBB/C WIFE OF [REDACTED] USN (RET 75)														
2:00P	[REDACTED]	66	3450	5	CL	999	W	I	O	K	Y	AR	N	N
ADVENT - FALLS CHURCH - (703) 241-7402 Remarks: AFB/C WIDOW OF [REDACTED] NOK: [REDACTED] SON														
2:00P	[REDACTED]	68	449	7	CL	PV2	V	I	O	V	Y	NA	N	N
J HENRY STUHR (843) 723-2524 Remarks: SN/P CAPT (RET 71) NOK: [REDACTED] WIDOW C (MONT)														
2:00P	[REDACTED]	67	3655	5	CL	GL2	V	I	M	S	N	AR	N	N
BROWDEN (301) 762-2500 Remarks: SA/FP SFC (RET 84) NOK: [REDACTED] DAUGHTER														
1:00P	[REDACTED]	5-X	17 3	0	NA	PV7	V	I	OZ	T	Y	AR	N	N
GOVT (703) 695-3250 Remarks: SA/P SSGT (HON DIS) NOK: [REDACTED] WIDOW														

FOR OFFICIAL USE ONLY

END ASSIGNED FOR WORK

PAGE 33 COPY 3003



3/9435. (0)

7/3654
(N) 3655

6) 3450

$$\begin{array}{r} 1545 \cdot 6 \\ 6 \overline{) 9270} \end{array}$$

109/3461

44/44

~~105/79~~
~~120/89~~

666/181
dtd 1/11/11

66/4328-A.

• 1692/65

(N) 2630.
54/
2706.
54/
2782.

FOR OFFICIAL USE ONLY

██████████ ██████████ ██████████ STATUS: EL
MEMBER: 7110334 SSN: ██████████ DOB: 08/16/1919 DOD: 04/28/2003
L/VET: V EMB: 07 REMARKS

██████████ ██████████ ██████████ NUMBER: 52500201
SERVICE NUM: ██████████ SSN: ██████████ CLAIM NUM. ██████████ MIL STATUS: R
RITUAL: M ELIGIBLE: Y DISCHG FORM: CICS PAN CODE 01 VERIFIED BY: 956
S: NA RANK: CAPT EOD: 17 01/1943 RAD: 07/01/1971
S: RANK: EOD: RAD:
S: RANK: EOD: RAD:
S: II KO VN AWARD:

NAME OF KIN ██████████ ██████████ ██████████ RELATIONSHIP W
██████████ ADDRESS: ██████████
██████████ ██████████

CONTACT: ██████████ ██████████ PHONE: ██████████ ██████████

SCHEDULE/GRAVESITE DOS: 05/22/2003 SECT: 68 ROW: 0 SITE 450 DEPTH: 0
CL CEM: 956 CONTAINER: PV2 TYPE SECT: UP GRAVESITE: 9 SIZE 5x10

DOCUMENT MICROFILM: 912 30244 ORDERED: RECEIVED: SET:
OPTIONAL INSCRIPTION:
ADDITIONAL DECEDENTS:

PLACEMENT REASON:

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SECTION: 68

GRAVE: 449

~~do not DO NOT USE!!!~~

CASKET IN GRAVE REMAINS UNKNOWN

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Ludowese, Jeryl C. COL USA JFHQ-NCR/MDW AOG

From: Metzler, John CIV USA [john-metzler@conus.army.mil]
Sent: Wednesday, July 29, 2009 9:52 AM
To: [REDACTED] COL USA JFHQ-NCR/MDW AOG
Subject: FW: Task 68-449(revised)

fyi

JOHN C. METZLER, JR. (SES)
Superintendent
Arlington National Cemetery
Arlington, VA 22211-5003
703-607-8545 office
703-607-8543 fax
john-metzler@conus.army.mil
www.arlingtoncemetery.org

-----Original Message-----

From: [REDACTED] L Miss ARMY GUEST
[mailto:[REDACTED]@conus.army.mil]
Sent: Wednesday, July 29, 2009 9:14 AM
To: Metzler, John CIV USA
Subject: Task 68-449(revised)

Mr. Metzler,

The records search for the paperwork containing information on section 68 site 449 began Wednesday, July 22, 2009 at approximately 8:00 AM (0800) and was completed on Tuesday, July 28, 2009 at approximately 2:30 PM (1430). The search took place in the records room below the visitors center and covered interment files in and between May 1978 and December 1999. The files from April to May of 2000 were also scrutinized. None of these efforts resulted in obtaining 68-449's file.

The following is a list of names of all people who entered the records room at one or more points during the search:

[REDACTED]

If there are any questions, comments or concerns please feel free to refer to myself or Ms. Candido as we have become the most familiar with the records reviewed and hold the list containing all the files searched between July 22 and July 28, 2009. Thank you,

[REDACTED]
(703) 607-8574

FOR OFFICIAL USE ONLY

<div>██████████</div> <div>549</div>	<div>██████████</div> <div>Interred 23 Dec 88</div>
<div>448</div> <div>██████████</div>	<div>Interred 2 Mar 88</div>
<div>449</div>	<div>Casket discovered</div> <div>21 or 22 May 03</div>
<div>450</div> <div>██████████</div>	<div>Interred 22 May 03</div>
<div>350</div> <div>██████████</div>	<div>Interred 2004</div>

FOR OFFICIAL USE ONLY

Burial pattern Associated with Section 68, Grave 449

FOR OFFICIAL USE ONLY

NAME (LAST, FIRST, MIDDLE) [REDACTED]						PVT MON NO		NAME OF CEMETERY A956 ARLINGTON CEMETERY			
GRADE MAJ		BRANCH OF SERVICE USA		RELIGIOUS DENOMINATION CATH		MILITARY STATUS (SPECIFY RET, VET, OR ADJ) RET 67					
DATE OF BIRTH			DATE OF DEATH			DATE OF INT/INURN			DATES OF SERVICE		DEPTH OF GRAVE
MO JUN	DAY 16	YEAR 1917	MO FEB	DAY 27	YEAR 1988	MO MAR	DAY 02	YEAR 1988	ENLISTMENT	SEPARATION AUG 1967	7'CL
WAR SERVICE WW II KOREA VIETNAM						RELIGIOUS EMBLEM LATIN CROSS		SSN [REDACTED]		SERVICE NO	
GRAVE NO 448		SECTION NO 68		NICHE / COURT		SECTION		STACK	NUMBER	CASKET IN M/C	URN IN YES
NAME AND ADDRESS OF NEXT OF KIN [REDACTED]						NAME AND ADDRESS OF FUNERAL DIRECTOR NEEDS PITTSBURGH, PA					
REMARKS PG 314/ARMY/RET REG/DTD 1975. WIDOW'S DOB NOT AVAILABLE. <i>20044826 Set 12 May 88</i>						NAME AND ADDRESS OF CREMATORY					
						HEADSTONE OR MARKER ORDERED ARLINGTON CEMETERY GRID # KKLL-13 RUN # 546					
PLACE OF DEATH PITTSBURGH, PA		NAME OF CHAPLAIN [REDACTED]		7 2 6 3 PROT 3		SIGNATURE OF SUB-INTERMENT <i>Raymond J. Costello</i> Raymond J. Costello					

DA FORM 2122
JUN 82

EDITION OF NOV 63 IS OBSOLETE

RECORD OF INTERMENT/INURNMENT
(TM 10 287)

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

LAST NAME - FIRST NAME - MIDDLE NAME [REDACTED] (wife of)				GRADE SSN LTC [REDACTED]		NAME OF CEMETERY ARLINGTON NATIONAL 1098	
DATES OF SERVICE ENLISTMENT [REDACTED] SEPARATION 31 Jul 1969 <input checked="" type="checkbox"/> RETIRED <input type="checkbox"/> DIED ON AD <input type="checkbox"/> WW I <input type="checkbox"/> WW II <input type="checkbox"/> KOREA <input type="checkbox"/> OTHER (Specify)				SERVICE DATA (Company, Regiment, Division, or other organization and basic arm of service) USAF			CHECK IF REMAINS CREMATED
DATE OF BIRTH MO DAY YEAR Jan 5 1925 DATE OF DEATH MO DAY YEAR May 13 1980 DATE OF INTERMENT MO DAY YEAR May 16 1980				GRAVE LOCATION SECTION 68 GRAVE NUMBER 549		DEPTH GRAVE 7'	
NAME AND ADDRESS OF NEXT OF KIN OR OTHER RESPONSIBLE PERSON (Include zip code and relationship) [REDACTED]				HEADSTONE OR MARKER ORDERED [REDACTED]			
REMARKS (Authority for interment, disinterment) Auth: AF Microfiche. Husband to be interred in same grave. DOE: 12 Sep 1923. DBL INS H/S L0046492 set 2/27/89				SHIPPING POINT FOR HEADSTONE (Nearest freight station) L-13 JUN 6 1980 ARLINGTON NATIONAL CEMETERY, Arlington, VA.			
PLACE OF DEATH (City and State) Bethesda, MD. L-0026714				VERMONT MARBLE CO		RELIGIOUS DENOMINATION OF DECEDENT Prot.	
NAME AND ADDRESS OF FUNERAL DIRECTOR Murphy, Arlington, VA (P)				NAME OF CHAPLAIN OFFICIATING AT BURIAL SERVICE Dr. Sandridge & LTC Vernon Fash			
				SIGNATURE OF SUPERINTENDENT RAYMOND J. COSTANZO			

DA FORM 2122
1 NOV 63

REPLACES DA FORM 1122, 1 OCT 51, SUPPLIES OF WHICH WILL BE USED UNTIL 1 NOV 63 UNLESS SOONER EXHAUSTED.

RECORD OF INTERMENT
For use of this form, see TM 10-267; the proponent agency is TAGCEN.

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

NAME (LAST, FIRST, MIDDLE) [REDACTED]						PVT MON NO		NAME OF CEMETERY A956 ARLINGTON CEMETERY			
GRADE LT COL		BRANCH OF SERVICE USAF		RELIGIOUS DENOMINATION PROT		MILITARY STATUS (SPECIFY RET. VET. OR AD.) RET 69 <i>MI</i>					
DATE OF BIRTH			DATE OF DEATH			DATE OF INT/URN			DATES OF SERVICE		DEPTH OF GRAVE
MO SEP	DAY 12	YEAR 1923	MO DEC	DAY 19	YEAR 1988	MO DEC	DAY 23	YEAR 1988	ENLISTMENT	SEPARATION 31 JUL 1969	5'CL
WAR SERVICE WW II, KOREA, VIETNAM						RELIGIOUS EMBLEM LATIN CROSS		SSN [REDACTED]		SERVICE NO	
GRAVE NO 549		SECTION NO 68		NICHES/COURT		SECTION		STACK	NUMBER	CASKET IN METAL/O	URN IN YES
NAME AND ADDRESS OF NEXT OF KIN [REDACTED]						NAME AND ADDRESS OF FUNERAL DIRECTOR ARLINGTON/WALKERS ARL, VA/ CHAPEL HILL, NC					
REMARKS WIFE: PEARL B., INT SA GR, 16 MAY 1980. DOUBLE INSCRIBED HEADSTONE REQUIRED.						NAME AND ADDRESS OF CREMATORY					
<div style="text-align: center;"> <i>3 3</i> <i>LO046992</i> <i>Sit 27 Feb 89</i> </div>						HEADSTONE OR MARKER ORDERED ARLINGTON CEMETERY GRID # LL-13 RUN # 3094					
						SIGNATURE OF SUPERINTENDENT <i>[Signature]</i> [REDACTED] Costanzo					
PLACE OF DEATH CHAPEL HILL, NC			NAME OF CHAPLAIN 473 MAJ GERALD KNIGHTON, PROT								

DA FORM 2122
JUN 82

EDITION OF NOV 83 IS OBSOLETE

RECORD OF INTERMENT/INURNMENT
(TM 10-287)

SECCION 68

DATE: 11-10-2006

LOCATION: BRUNSTON NATIONAL CEMETERY

1	300	36	335	71	370	106	405	141	440
2	301	37	336	72	371	107	406	142	441
3	302	38	337	73	372	108	407	143	442
4	303	39	338	74	373	109	408	144	443
5	304	40	339	75	374	110	409	145	444
6	305	41	340	76	375	111	410	146	445
7	306	42	341	77	376	112	411	147	446
8	307	43	342	78	377	113	412	148	447
9	308	44	343	79	378	114	413	149	448
10	309	45	344	80	379	115	414	150	450
11	310	46	345	81	380	116	415	151	451
12	311	47	346	82	381	117	416	152	452
13	312	48	347	83	382	118	417	153	453
14	313	49	348	84	383	119	418	154	454
15	314	50	349	85	384	120	419	155	455
16	315	51	350	86	385	121	420	156	456
17	316	52	351	87	386	122	421	157	457
18	317	53	352	88	387	123	422	158	458
19	318	54	353	89	388	124	423	159	459
20	319	55	354	90	389	125	424	160	460
21	320	56	355	91	390	126	425	161	461
22	321	57	356	92	391	127	426	162	462
23	322	58	357	93	392	128	427	163	463
24	323	59	358	94	393	129	428	164	464
25	324	60	359	95	394	130	429	165	465
26	325	61	360	96	395	131	430	166	466
27	326	62	361	97	396	132	431	167	467
28	327	63	362	98	397	133	432	168	468
29	328	64	363	99	398	134	433	169	469
30	329	65	364	100	399	135	434	170	470
31	330	66	365	101	400	136	435	171	471
32	331	67	366	102	401	137	436	172	472
33	332	68	367	103	402	138	437	173	473
34	333	69	368	104	403	139	438	174	474
35	334	70	369	105	404	140	439	175	475

SET: UPRIGHT _____
FLAT _____REPLACE: UPRIGHT _____
FLAT _____RAISE AND REALIGN:
UPRIGHT _____
FLAT _____BUMP AND RUN:
UPRIGHT _____
FLAT _____

FOR OFFICIAL USE ONLY

SECCION 68

DATE: 11-10-2006

LOCATION: ARLINGTON NATIONAL CEMETERY

1	476	36	519	71	554	106	591	141	631
2	477	37	520	72	555	107	592	142	632
3	478	38	521	73	556	108	593	143	633
4	482	39	522	74	557	109	594	144	634
5	482-1	40	523	75	558	110	595	145	635
6	483	41	524	76	559	111	596	146	636
7	484	42	525	77	560	112	597	147	637
8	485	43	526	78	561	113	598	148	638
9	486	44	527	79	562	114	599	149	639
10	487	45	528	80	563	115	600	150	640
11	488	46	529	81	564	116	601	151	641
12	489	47	530	82	565	117	602	152	642
13	490	48	531	83	566	118	603	153	643
14	491	49	532	84	567	119	604	154	644
15	492	50	533	85	568	120	605	155	645
16	493	51	534	86	569	121	606	156	646
17	494	52	535	87	570	122	607	157	647
18	495	53	536	88	571	123	608	158	648
19	497	54	537	89	572	124	611	159	649
20	498	55	538	90	573	125	615	160	650
21	499	56	539	91	574	126	616	161	651
22	500	57	540	92	575	127	617	162	652
23	501	58	541	93	576	128	618	163	653
24	502	59	542	94	577	129	619	164	654
25	503	60	543	95	578	130	620	165	655
26	504	61	544	96	579	131	621	166	656
27	505	62	545	97	582	132	622	167	657
28	506	63	546	98	583	133	623	168	658
29	507	64	547	99	584	134	624	169	659
30	508	65	548	100	585	135	625	170	660
31	514	66	549	101	586	136	626	171	661
32	515	67	550	102	587	137	627	172	662
33	516	68	551	103	588	138	628	173	663
34	517	69	552	104	589	139	629	174	664
35	518	70	553	105	590	140	630	175	665

SET: UPRIGHT _____
FLAT _____REPLACE: UPRIGHT _____
FLAT _____RAISE AND REALIGN:
UPRIGHT _____
FLAT _____BUMP AND RUN:
UPRIGHT _____
FLAT _____

FOR OFFICIAL USE ONLY

SECCION 68

DATE: 11-10-2006

LOCATION: ARLINGTON NATIONAL CEMETERY

1	666	36	71	106	141
2	667	37	72	107	142
3	668	38	73	108	143
4	669	39	74	109	144
5	670	40	75	110	145
6	671	41	76	111	146
7	675	42	77	112	147
8	676	43	78	113	148
9	677	44	79	114	149
10	678	45	80	115	150
11	679	46	81	116	151
12	680	47	82	117	152
13	681	48	83	118	153
14	682	49	84	119	154
15	683	50	85	120	155
16	684	51	86	121	156
17	685	52	87	122	157
18	686	53	88	123	158
19	687	54	89	124	159
20	688	55	90	125	160
21	689	56	91	126	161
22	690	57	92	127	162
23	691	58	93	128	163
24	692	59	94	129	164
25	693	60	95	130	165
26	694	61	96	131	166
27	695	62	97	132	167
28		63	98	133	168
29		64	99	134	169
30		65	100	135	170
31		66	101	136	171
32		67	102	137	172
33	total	68	103	138	173
34	377	69	104	139	174
35		70	105	140	175

SET: UPRIGHT _____
FLAT _____REPLACE: UPRIGHT _____
FLAT _____RAISE AND REALIGN:
UPRIGHT _____
FLAT _____BUMP AND RUN:
UPRIGHT _____
FLAT _____

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

377 COMPLETED

2 REALIGNMENT SECT 68

NOV 3, 2006

377 TOTAL SUBMITTED

300	350	400	451	504	559	616	666
301	351	401	452	505	560	617	667
302	352	402	453	506	561	618	668
303	353	403	454	507	562	619	669
304	354	404	455	508	563	620	670
305	355	405	456	514	564	621	671
306	356	406	457	515	565	622	675
307	357	407	458	516	566	623	676
308	358	408	459	517	567	624	677
309	359	409	460	518	568	625	678
310	360	410	461	519	569	626	679
311	361	411	462	520	570	627	680
312	362	412	463	521	571	628	681
313	363	413	464	522	572	629	682
314	364	414	465	523	573	630	683
315	365	415	466	524	574	631	684
316	366	416	467	525	575	632	685
317	367	417	468	526	576	633	686
318	368	418	469	527	577	634	687
319	369	419	470	528	578	635	688
320	370	420	471	529	579	636	689
321	371	421	472	530	582	637	690
322	372	422	473	531	583	638	691
323	373	423	474	532	584	639	692
324	374	424	475	533	585	640	693
325	375	425	476	534	586	641	694
326	376	426	477	535	587	642	695
327	377	427	478	536	588	643	
328	378	428	482	537	589	644	
329	379	429	482-1	538	590	645	
330	380	430	483	539	591	646	
331	381	431	484	540	592	647	
332	382	432	485	541	593	648	
333	383	433	486	542	594	649	
334	384	434	487	543	595	650	
335	385	435	488	544	596	651	
336	386	436	489	545	597	652	
337	387	437	490	546	598	653	
338	388	438	491	547	599	654	
339	389	439	492	548	600	655	
340	390	440	493	549	601	656	
341	391	441	494	550	602	657	
342	392	442	495	551	603	658	
343	393	443	497	552	604	659	
344	394	444	498	553	605	660	
345	395	445	499	554	606	661	
346	396	446	500	555	607	662	
347	397	447	501	556	608	663	
348	398	448	502	557	614	664	
349	399	450	503	558	615	665	

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY.

Section 42 Gr 1186

Obstructed

FOR OFFICIAL USE ONLY.

FOR OFFICIAL USE ONLY

SECTION: 42

GRAVE: 1186

GRAVESITE OBSTRUED BY CASKET FROM
GRAVE 1185. GRAVE 1186 WAS AN OLD
RESERVATION AND CANCELLED BY THE
FAMILY WITH THE BURIAL OF THE WIDOW
[REDACTED] ON SEP & 2007. HER
REMAINS ARE INTERRED IN GRAVE 1185 WITH
A PARTIAL OBSTRUED IN 1186.

CARD UPDATED AUG 21 2009 by [REDACTED]
REVIEWED BY JOHN C. METZLER SUPERINTENDENT

FOR OFFICIAL USE ONLY

FEDERAL OFFICIAL NOTICE ONLY		NAME OF CEMETERY (2976) ARLINGTON NATIONAL	
daughter of, ARM-2 6070737			
DATES OF SERVICE ENLISTMENT 14 Jul 1942 SEPARATION 18 Jan 1946 <input type="checkbox"/> RETIRED <input type="checkbox"/> DIED ON AD <input type="checkbox"/> WW I <input type="checkbox"/> WW II <input type="checkbox"/> KOREA <input type="checkbox"/> OTHER (Specify)		SERVICE DATA (Company, Regiment, Division, or other organization and basic area of service) U.S.N.R.	
<input type="checkbox"/> WW I <input type="checkbox"/> WW II <input type="checkbox"/> KOREA <input type="checkbox"/> OTHER (Specify)		STATE <input checked="" type="checkbox"/> CHRISTIAN <input type="checkbox"/> NONE	
DATE OF BIRTH MO DAY YEAR Dec 11 1953	DATE OF DEATH MO DAY YEAR Aug 27 1960	DATE OF INTERMENT MO DAY YEAR Aug 31 1960	GRAVE LOCATION SECTION GRAVE NO 42 1185
DEPTH OF GRAVE 7 ft		CASKET IN-W-W <input checked="" type="checkbox"/> BOX <input type="checkbox"/> VAULT <input type="checkbox"/> NONE	
NAME AND ADDRESS OF NEXT OF KIN OR OTHER RESPONSIBLE PERSON (Include postal zone and relationship) Father Interred same grave 24 April 1996		HEADSTONE OR MARKER ORDERED 28 Oct 1991	
REMARKS (Authority for interment, number) Auth: Tele: OQMG - File 1186 Reserved for future interment of mother		SHIPPING POINT FOR HEADSTONE (Address, freight station) NOTIFY WHEN HS SET ROSSLYN VA	
PLACE OF DEATH Bethesda, Md.		RELIGIOUS DENOMINATION OF DECEDENT Catholic	
NAME OF FUNERAL DIRECTOR J. METZLER		NAME OF CHAPLAIN OFFICIATING AT BURIAL SERVICE	
TYPED NAME OF SUPERINTENDENT J. METZLER		SIGNATURE OF SUPERINTENDENT	

DA FORM 2122
1 MAY 58

RECORD OF INTERMENT
(FM 10-287)

2

NAME (LAST, FIRST, MIDDLE) [REDACTED]		PVT MON G		NAME OF CEMETERY ARLINGTON NATL. CEM. A956	
GRADE ARM2		BRANCH OF SERVICE USN		RELIGIOUS DENOMINATION PROT	
DATE OF BIRTH MO DAY YEAR DEC 05 1919		DATE OF DEATH MO DAY YEAR APR 13 1996		DATE OF INTERMENT MO DAY YEAR APR 24 1996	
WAR SERVICE WWII		RELIGIOUS EMBLEM LATIN CROSS		SSN [REDACTED]	
GRAVE NO 1185		SECTION NO 42		SERVICES NO 6070737	
NAME AND ADDRESS OF NEXT OF KIN [REDACTED]		NAME AND ADDRESS OF FUNERAL DIRECTOR OAKES / ROANOKE, VA /			
REMARKS [REDACTED] SA GR 31AUG1950 DOUBLE INSCRIBED HEADSTONE REQUIRED WIDOW TO BE INT INT RES GR 1185 Spouses DOB 09 SEP 1924		NAME AND ADDRESS OF CREMATORY PASS# 474027 HEADSTONE OR MARKER ORDERED ARLINGTON CEMETERY GRID # V-45 RUN# 1035			
PLACE OF DEATH ROANOKE, VA 24010		NAME OF CHAPLAIN [REDACTED]		SIGNATURE OF SUPERINTENDENT John C. Metzler	

DA FORM 2122
JUN 82

EDITION OF NOV 83 IS OBSOLETE

RECORD OF INTERMENT/INTERMENT

Use only this form for DA Form 2122-1
and Department Agency is ODCSPER

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Section: 42

Grave: 1185
X-Deep

Minor Daughter of
Interred 31 August 1960 AERM-2, USNR

AERM2, USN 5' c(w/LB)
Interred 24 April 1996

INTERRED SEP 7, 2007 (RH OF GRAVE 5'
widow to be int'd to SA GR

DECEDENT: [REDACTED] STATUS: AU 09/19/2007
NUMBER: 7753080 SSN: [REDACTED] DOB: 04/09/1924 DOD: 08/10/2007
REL/VET: V EMB 01 REMARKS:

VETERAN: [REDACTED] NUMBER: 53694181
SERVICE NUM: [REDACTED] SSN: [REDACTED] CLAIM NUM: [REDACTED] MIL STATUS: V
MARITAL: W ELIGIBLE: Y DISCHG FORM: CY HON DIS/HUS/DAU SA UP VERIFIED BY: 956
BDS: NA RANK: Y1C EOD: 11-04/1943 RAD: 07/22/1946
BOS: RANK: EOD: RAD:
BOS: RANK: EOD: RAD:
WAR II AWARD:

NEXT OF KIN: [REDACTED] RELATIONSHIP: C

CONTACT THE CONTACT IS THE NEXT OF KIN

SCHEDULE/GRAVESITE: DO1, 09/07/2007 SECT: 42 ROW: 0 SITE: 1185 DEPTH: 3
POS: RM DEM 956 CONTAINER: 999 TYPE: SECT UP GRAVITE: F SIZE: 6x10

MONUMENT: MICROFILM: 963953105 ORDERED: 09/19/2007 RECEIVED: SPT

NUM: 2724030 OPTIONAL INSCRIPTION:

ADDITIONAL DECEDENTS: [REDACTED]

REPLACEMENT REASON:

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

GROUND BURIALS BY FISCAL YEAR

2/21/01

FISCAL YEAR	INTERMENTS	FISCAL YEAR	INTERMENTS	FISCAL YEAR	INTERMENTS
1948	3712	1970	2706	1992	2926
49	4683	71	2684	93	3115
50	2730	72	2740	94	3258
51	2914	73	2543	95	3325
52	2882	74	2515	96	3313
53	2991	75	2460	97	3488
54	2883	76	2435	98	3604
55	3370	77	2629	1999	3586
56	3319	78	2697	2000	3688
57	3850	79	2622	2001	3727
58	4009	80	2740	2002	4022
59	4194	81	2819	2003	3903
60	4467	82	2730	2004	3931
61	4429	83	2756	2005	3990
62	4729	84	2791	2006	4088
63	5216	85	2904	2007	4052
64	6217	86	2882	2008	4377
65	6564	87	2842	2009	
66	7254	88	3144	2010	
67	3699	89	2991	2011	
68	2901	90	3081	2012	
69	2769	91	2986	2013	
TOTALS	89782		60699		30303

180784

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

ARLINGTON NATIONAL CEMETERY

(\$ in 000)

FISCAL YEAR	FTE USE	Operation & Maintenance (0861) -----	Adminis- tration (0864) -----	Capital Improvements Construction (0865) -----	Total Program
1990	135	\$7,084	\$355	\$5,394	\$12,833
1991	137	\$7,733	\$469	\$4,885	\$13,087
1992	140	\$7,645	\$460	\$4,840	\$12,945
1993	139	\$7,549	\$538	\$5,100	\$13,287
1994	131	\$7,844	\$551	\$3,756	\$12,151
1995	128	\$8,927	\$580	\$2,943	\$12,450
1996	128	\$8,499	\$600	\$4,190	\$13,289
1997	121	\$8,500	\$585	\$3,815	\$12,900
1998	117	\$8,500	\$600	\$2,600	\$11,700
1999	116	\$8,550	\$610	\$2,840	\$12,000

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Privacy Act Statement

1. AUTHORITY. 10 U.S.C. 3012 and Army Regulation 15-6.
2. PRINCIPAL PURPOSE. The purpose for soliciting information is to thoroughly and impartially evaluate the facts and circumstances currently under investigation, in order to report findings and provide recommendations to the appointing authority.
3. ROUTINE USES. Any information you provide may be disclosed to members of the Department of Defense, acting within their official capacity, who have a need for the information in performance of their duties. This information may be used in determining the appropriateness of any administrative action.
4. DISCLOSURE IS VOLUNTARY. Providing information is voluntary. There will be no adverse effect on you for not furnishing information. However, your failure to respond will require that I evaluate this matter without the benefit of your input.

I, [REDACTED], have read or have had read to me this Privacy Act Statement, on 30 Jul 09 (date). I fully understand the contents of the entire statement.

[REDACTED]
(Signature of Person Making Statement)

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SWORN STATEMENT

For use of this form see AR 190-45, the proponent agency is PMO

PRIVACY ACT STATEMENT

AUTHORITY:	Title 10, USC Section 301; Title 5, USC Section 2951; E.O. 9397; Social Security Number (SSN)
PRINCIPAL PURPOSE:	To document potential criminal activity involving the U.S. Army, and to allow Army officials to maintain discipline, law and order through investigation of complaints and incidents.
ROUTINE USES:	Information provided may be further disclosed to federal, state, local, and foreign government law enforcement agencies, prosecutors, courts, child protective services, victims, witnesses, the Department of Veterans Affairs, and the Office of Personnel Management. Information provided may be used for determinations regarding judicial or non-judicial punishment, other administrative disciplinary actions, security clearances, recruitment, retention, placement, and other personnel actions.
DISCLOSURE:	Disclosure of your SSN and other information is voluntary.

1 LOCATION 1.ddy 123. Conf Rm., ANC	2 DATE (YYYYMMDD) 2009 07 30	3 TIME 1634	4. FILE NUMBER
5 LAST NAME, FIRST NAME, MIDDLE NAME [REDACTED]	6 SSN [REDACTED]	7 GRADE/STATUS GS-09	
8 ORGANIZATION OR ADDRESS ANC			

9 [REDACTED] WANT TO MAKE THE FOLLOWING STATEMENT UNDER OATH

I have work at ANC for 4 years. I am the QA for the cemetery and I cover a range of duties. As the QA I am responsible for the Quality of Graves setups and the Quality of the grave care. ① I check the grave site for the correct depth of the Grave & I also check if the Grave is Left Handed or Right Handed because if wrong you can move in some one elses grave I check the ^{Temp Marker} Temp Markers to check if it matches the Headstone or special sheet and follow them with the setup. ~~whether~~ Its clean, clean cover L.D and check for any Grave near by that need to be fill in of flower removal. Before coming to ANC I work for a Funeral Home in Petersburg VA and had my chance to assist in Digging of Graves and placing Headstones. I did this for 20 years. During the time there in some cemetery I have notice ~~that the~~ ^{that the} remains have shifted in Grave sites were there were problems with the rain or muddy areas. That could be rough if remains were shifted in unmarked Gravesite. Here at ANC the check and Balance system is good because we have a team that work together and have good communication.

10 EXHIBIT	11 INITIALS OF PERSON MAKING STATEMENT	PAGE 1 OF 7 PAGES
------------	--	-------------------

ADDITIONAL PAGES MUST CONTAIN THE HEADING "STATEMENT OF _____ TAKEN AT _____ DATED _____"

THE BOTTOM OF EACH ADDITIONAL PAGE MUST BEAR THE INITIALS OF THE PERSON MAKING THE STATEMENT, AND PAGE NUMBER MUST BE INDICATED

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

STATEMENT OF [REDACTED] TAKEN AT Bldg 23 CR, ANC DATED 30 Jul 09

8 STATEMENT (Continued)

Not Used

Not Used

AFFIDAVIT

I, [REDACTED], HAVE READ OR HAVE HAD READ TO ME THIS STATEMENT WHICH BEGINS ON PAGE 1, AND ENDS ON PAGE 2. I FULLY UNDERSTAND THE CONTENTS OF THE ENTIRE STATEMENT MADE BY ME. THE STATEMENT IS TRUE. I HAVE INITIALED ALL CORRECTIONS AND HAVE INITIALED THE BOTTOM OF EACH PAGE CONTAINING THE STATEMENT. I HAVE MADE THIS STATEMENT FREELY WITHOUT HOPE OF BENEFIT OR REWARD, WITHOUT THREAT OF PUNISHMENT, AND WITHOUT COERCION, UNLAWFUL INFLUENCE, OR UNLAWFUL INDUCEMENT.

[REDACTED]
(Making Statement)

WITNESSES

Subscribed and sworn to before me, a person authorized by law to administer oaths, this 30th day of July, 2009 at Bldg 23 Conf Rm, ANC

ORGANIZATION OR ADDRESS

[REDACTED]
(Signature of Person Administering Oath)

[REDACTED]
(Typed Name of Person Administering Oath)

Investigating Officer
(Authority To Administer Oaths)

ORGANIZATION OR ADDRESS

INITIALS OF PERSON MAKING STATEMENT

PAGE 2 OF 2 PAGES

FOR OFFICIAL USE ONLY

Privacy Act Statement

1. **AUTHORITY.** 10 U S C. 3012 and Army Regulation 15-6.
2. **PRINCIPAL PURPOSE.** The purpose for soliciting information is to thoroughly and impartially evaluate the facts and circumstances currently under investigation, in order to report findings and provide recommendations to the appointing authority.
3. **ROUTINE USES.** Any information you provide may be disclosed to members of the Department of Defense, acting within their official capacity, who have a need for the information in performance of their duties. This information may be used in determining the appropriateness of any administrative action.
4. **DISCLOSURE IS VOLUNTARY.** Providing information is voluntary. There will be no adverse effect on you for not furnishing information. However, your failure to respond will require that I evaluate this matter without the benefit of your input.

I, [REDACTED], have read or have had read to me this Privacy Act Statement, on July 30, 2009 (date). I fully understand the contents of the entire statement.

(Signature of Person Making Statement)

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SWORN STATEMENT

For use of this form, see AR 190-45 the proponent agency is PMC

PRIVACY ACT STATEMENT

AUTHORITY: Title 10, USC Section 301 Title 5, USC Section 2951 E.O. 9397 Social Security Number (SSN)
PRINCIPAL PURPOSE: To document potential criminal activity involving the U.S. Army, and to allow Army officials to maintain discipline, law and order through investigation of complaints and incidents
ROUTINE USES: Information provided may be further disclosed to federal, state, local, and foreign government law enforcement agencies, prosecutors, courts, child protective services, victims, witnesses, the Department of Veterans Affairs, and the Office of Personnel Management. Information provided may be used for determinations regarding judicial or non-judicial punishment, other administrative disciplinary actions, security clearances, recruitment, retention, placement, and other personnel actions.
DISCLOSURE: Disclosure of your SSN and other information is voluntary.

1 LOCATION ANC Admin Bldg IT Office	2 DATE (YYYYMMDD) 20090730	3 TIME 0900	4 FILE NUMBER
5 LAST NAME, FIRST NAME, MIDDLE NAME [REDACTED]	6 SSN [REDACTED]	7 GRADE/STATUS GS-09	
8 ORGANIZATION OR ADDRESS ANC			

9 I, [REDACTED], WANT TO MAKE THE FOLLOWING STATEMENT UNDER OATH
 I'VE WORKED AT ANC FOR 7 YRS. I AM CURRENTLY THE QUALITY INSPECTOR FOR HEADSTONE SETTING + R+R. MY PRIMARY DUTIES ARE: ENSURING HEADSTONES ARE SET PROPERLY ACCORDING TO STANDARDS + THAT R+R IS ACCOMPLISHED AS PLANNED. I ALSO SERVE AS CUR FOR THE HEADSTONE CONTRACT. IN REGARD TO R+R HEADSTONES ARE REMOVE + REPLACE IN THEIR EXISTING LOCATION ONCE THEY ARE RE-DONE PROPERLY. THIS MEANS PROPER HEIGHT + DISTANCE ACCORDING TO GRAVE SITE. SECTIONS UNDEGO R+R DEPENDING ON FUNDING. FOR THE PAST 6 YRS WE WERE DOING 1,500 HEADSTONES PER MONTH FOR R+R. RECENTLY WE GOT ADDITIONAL FUNDING + THE R+R QUOTA INCREASE TO APPROX. 5,000 PER MONTH. THERE IS A CONTRACT STANDARD FOR R+R PERFORMANCE. THE CONTRACTOR ENSURES HEADSTONES ARE ^{carefully} REPLACED IN THEIR ORIGINAL POSITION. IT WOULD BE EXTREMELY DIFFICULT TO MISPLACE A HEADSTONE FROM ITS ORIGINAL POSITION DURING R+R, DUE TO THE FACT THAT WHEN

10 EXHIBIT D6	11. INITIALS OF PERSON MAKING STATEMENT [REDACTED]	PAGE 1 OF 3 PAGES
------------------	---	-------------------

ADDITIONAL PAGES MUST CONTAIN THE HEADING "STATEMENT OF _____ TAKEN AT _____ DATED _____"
 THE BOTTOM OF EACH ADDITIONAL PAGE MUST BEAR THE INITIALS OF THE PERSON MAKING THE STATEMENT, AND PAGE NUMBER MUST BE INDICATED

FOR OFFICIAL USE ONLY

USE THIS PAGE IF NEEDED. IF THIS PAGE IS NOT NEEDED PLEASE PROCEED TO FINAL PAGE OF THIS FORM

STATEMENT OF [REDACTED] TAKEN AT ANC Admin Bldg DATED 30 Jul 09
3rd office

9 STATEMENT (Continued)

THEY ARE REMOVED, THEY ARE PLACED VERTICALLY AT THE HEAD OF THE GRAVE & THEN REPLACED TO ITS ORIGINAL POSITION, WITHIN ESTABLISHED STANDARDS. ONCE THE CONTRACTOR HAVE COMPLETED THEIR JOB, HE SUBMITS A LIST WITH THE ~~NUM~~^{DATA} GRAVE NUMBERS OF THE HEADSTONES R+R. I THEN GO BACK & ENSURE THAT THE HEADSTONES WERE DONE CORRECTLY & THAT THE TOTAL # OF HEADSTONES REALIGNED IS ACCURATE. THERE HAVE BEEN SOME INSTANCES DURING INITIAL HEADSTONE SETTING IN THE DISTANT PAST (OLDER SECTIONS) THAT HEADSTONE WERE INCORRECTLY PLACED. (MARKING ON BACK OF HEADSTONES DO NOT MATCH SITE LOCATION). BUT IN MY EXPERIENCE THIS HAS ONLY HAPPENED A HANDFUL OF TIMES (6 or 7 TIMES). IN SUCH CASES ~~WE~~ NOTIFIED ISP & GET THE SITUATION CORRECTED THRU RESEARCH OF INDEX CARDS. WE WOULD TAKE IMMEDIATE CORRECTIVE ACTION TO MOVE OR DESTROY HEADSTONE AS REQUIRED. IF NEEDED, HEADSTONE WILL BE REORDER WITH THE CORRECT LOCATION.

INITIALS OF PERSON MAKING STATEMENT

PAGE 2 OF 3 PAGES

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

STATEMENT OF [REDACTED] TAKEN AT ANC Admin Bldg DATED 30 July 09
IT Office

9 STATEMENT (Continued)

IN ALL HONESTY I FEEL THAT WE
 (ANC STAFF) ARE DOING OUR BEST
 TO ENSURE FUNERALS GO AS SCHEDULED
 WITH LITTLE OR NO DISRUPTIONS AND THAT
 WE SERVED & HONOR OUR NATION VETERANS
 WITH THE RESPECT & DIGNITY THEY DESERVE
 WE ARE DOING THE BEST WE CAN, AND
 ALWAYS STRIVE FOR ACHIEVING EXCELLENCE.

Nothing Follows

AFFIDAVIT

I, [REDACTED], HAVE READ OR HAVE HAD READ TO ME THIS STATEMENT
 WHICH BEGINS ON PAGE 1, AND ENDS ON PAGE 3. I FULLY UNDERSTAND THE CONTENTS OF THE ENTIRE STATEMENT MADE
 BY ME. THE STATEMENT IS TRUE. I HAVE INITIALED ALL CORRECTIONS AND HAVE INITIALED THE BOTTOM OF EACH PAGE
 CONTAINING THE STATEMENT. I HAVE MADE THIS STATEMENT FREELY WITHOUT HOPE OF BENEFIT OR REWARD, WITHOUT
 THREAT OF PUNISHMENT, AND WITHOUT COERCION, UNLAWFUL INFLUENCE, OR UNLAWFUL INDUCEMENT.

[REDACTED]
 (Signature of Person Making Statement)

WITNESSES:

Subscribed and sworn to before me, a person authorized by law to
 administer oaths, this 30th day of July, 2009
 at ANC Admin Bldg IT Office

ORGANIZATION OR ADDRESS

[REDACTED]
 (Signature of Person Administering Oath)

[REDACTED]
 (Typed Name of Person Administering Oath)

Investigating Officer
 (Authority To Administer Oaths)

ORGANIZATION OR ADDRESS

INITIALS OF PERSON MAKING STATEMENT

PAGE 3 OF 3 PAGES

FOR OFFICIAL USE ONLY

Privacy Act Statement

1. AUTHORITY. 10 U.S.C. 3012 and Army Regulation 15-6.
2. PRINCIPAL PURPOSE. The purpose for soliciting information is to thoroughly and impartially evaluate the facts and circumstances currently under investigation, in order to report findings and provide recommendations to the appointing authority.
3. ROUTINE USES. Any information you provide may be disclosed to members of the Department of Defense, acting within their official capacity, who have a need for the information in performance of their duties. This information may be used in determining the appropriateness of any administrative action.
4. DISCLOSURE IS VOLUNTARY. Providing information is voluntary. There will be no adverse effect on you for not furnishing information. However, your failure to respond will require that I evaluate this matter without the benefit of your input.

I, [REDACTED], have read or have had read to me this Privacy Act Statement, on 28 July 2009 (date). I fully understand the contents of the entire statement.

[REDACTED]
(Signature of Person Making Statement)

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SWORN STATEMENT

For use of this form, see AR 190-45 the proponent agency is PMG

PRIVACY ACT STATEMENT

AUTHORITY: Title 10, USC Section 301, Title 5, USC Section 2951, E.O. 9397 Social Security Number (SSN)
PRINCIPAL PURPOSE: To document potential criminal activity involving the U.S. Army, and to allow Army officials to maintain discipline, law and order through investigation of complaints and incidents
ROUTINE USES: Information provided may be further disclosed to federal, state, local, and foreign government law enforcement agencies, prosecutors, courts, child protective services, victims, witnesses, the Department of Veterans Affairs, and the Office of Personnel Management. Information provided may be used for determinations regarding judicial or non-judicial punishment, other administrative disciplinary actions, security clearances, recruitment, retention, placement, and other personnel actions
DISCLOSURE: Disclosure of your SSN and other information is voluntary.

1. LOCATION ANC Admin Bldg Conf Room	2. DATE (YYYYMMDD) 2009 07 31	3. TIME 1531	4. FILE NUMBER
5. LAST NAME, FIRST NAME, MIDDLE NAME [REDACTED]	6. SSN [REDACTED]	7. GRADE/STATUS YC2	
8. ORGANIZATION OR ADDRESS Arlington National Cemetery Interment Services Branch			

9. I, [REDACTED], WANT TO MAKE THE FOLLOWING STATEMENT UNDER OATH:

I have been working at Arlington National Cemetery for 38 years. I have been the supervisor of the Interment Services Branch since November 1985. My duties include supervising the cemetery representatives and Interment Services Branch Clerks in the daily operation of verifying eligibility, scheduling interments/inurnments services to include coordination of religious services, and military honors, with all service branches. Writes and implements internal operating procedures for commital functions performed by the Interment brand and trains new employees. Assigns cemetery sections to the Engineer Technician for grave layouts. Ensures that employees workload is scheuled equitably and ensures that employees abide by safety regulations in the office on the cemetery grounds. Work closely with all the branches of service including chaplains, casualty office. Talk telephonically to Senator and other high military offices to ensure that all active duty and other funerals of high interest are scheduled on a timely basis.

I remeber the incident concerning Section 68. I had assigned a burial to take place in Section 68. After the gravesite had been determined (449), the backhoe operators were then scheduled to dig the grave. When they started digging they hit something, they stopped, looked into the grave and thought what they saw was a casket. They called the Interment Office, I notified [REDACTED] the deputy superintendent. He went down with the engineer ([REDACTED]) and saw that there was indeed a casket in the grave, but that the grave had neither a headstone or temporary marker. [REDACTED] came back an we searched the records looking front and back in Section 68 and other sections with that same number for who could be in the grave. The permanent intake arrangement books were looked at also for the that grave for a few months frontward and backward. Nothing was found as to who was in the gravesite. [REDACTED] had me place a card in the gravecard file, saying unknown do not use this grave.

there have been no other similar discoveries of remains in unmarked gravesites that I have been aware of.

10. EXHIBIT 37	11. INITIALS OF PERSON MAKING STATEMENT [REDACTED]	PAGE 1 OF 3 PAGES
-------------------	---	-------------------

ADDITIONAL PAGES MUST CONTAIN THE HEADING "STATEMENT OF _____ TAKEN AT _____ DATED _____"

THE BOTTOM OF EACH ADDITIONAL PAGE MUST BEAR THE INITIALS OF THE PERSON MAKING THE STATEMENT, AND PAGE NUMBER MUST BE INDICATED

FOR OFFICIAL USE ONLY

USE THIS PAGE IF NEEDED. IF THIS PAGE IS NOT NEEDED, PLEASE PROCEED TO FINAL PAGE OF THIS FORM.

STATEMENT OF ANC Admin Bldg, Conf Rm TAKEN AT ANC Admin Bldg DATED 31 Jul 09
Conf Rm

9 STATEMENT (Continued)

The procedures to marking a gravesite that has been assigned, are: after I assigned a Section the engineering technician assigns the next grave available in that Section. We may be going to two different spots in the Section at the same time so that gravesites can be spaced out in a timely manner for the burials which are about to take place. i.e If we choose grave 1 at 0900 we do not always want to use grave 2 at 1100. So we choose another gravesite a further in the section. Gravesites sometimes have a tendency to cave in if dug too close together right away, plus it doesn't give the backhoe diggers time enough to open and close a gravesite if they're scheduled too close together. When the engineer has finally assigned the gravesite number the number is placed on out special sheet and placed in the drawer with the intake sheets for that day. When the day comes for us to put out the schedule the numbers are placed in the ISS system. After the scheule is read and the cards have been filed, temporary markers are made for the gravesites and placed in the interment operation branch foreman box in our office. He in turns laminates the makers gives them to his work leaders and they place them at the gravesites assigned. The temporary markers stays and at the gravesite, out cemetery representative checks out that the temporary marker is there and at the correct gravesite. After the services is over with and the grave is closed the temporary marker is placed in the middle at the head of the gravesite and stays until the permanent headstone arrives which at the time the Quality Assurance Inspector takes down when the stone has been set.

WE have researched our files once again to see if we can once again discover who remains they are. The grave cards have been searched in every section that the grave number could be. We have a lot of sections with the same grave number of 449. They were all searched. Section 68 was searched from grave number 1 to grave 500. The other card files were searched from 400 series to 500 series. The intake sheets were searched from 1979 to 1999 and January through May os 2000. These actions were requested by John Metzler, Superintendent.

I don't know what other procedures we can take except when removing grave cards place them securely on the intake sheets and be more careful when filing back into the drawers.

Q. Can you recall the timeframe in 2003 the discovery of casket in Sect 68, site 449 took place? May ~~7~~ 2003 we were to bury [redacted] in Sect 68 449 but but something in grave, had to move this grave to 450.

END OF STATEMENT

INITIALS OF PERSON MAKING STATEMENT [redacted]

PAGE 2 OF 3 PAGES

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

STATEMENT OF

[REDACTED]

TAKEN AT

ANC Admin Bldg
Conf Rm

DATED

31 Jul 09

9 STATEMENT (Continued)

NOT USED

NOT USED

AFFIDAVIT

I, [REDACTED], HAVE READ OR HAVE HAD READ TO ME THIS STATEMENT WHICH BEGINS ON PAGE 1, AND ENDS ON PAGE 3. I FULLY UNDERSTAND THE CONTENTS OF THE ENTIRE STATEMENT MADE BY ME. THE STATEMENT IS TRUE. I HAVE INITIALED ALL CORRECTIONS AND HAVE INITIALED THE BOTTOM OF EACH PAGE CONTAINING THE STATEMENT. I HAVE MADE THIS STATEMENT FREELY WITHOUT HOPE OF BENEFIT OR REWARD, WITHOUT THREAT OF PUNISHMENT, AND WITHOUT COERCION, UNLAWFUL INFLUENCE, OR UNLAWFUL INDUCEMENT.

[REDACTED]
(Signature of Person Making Statement)

WITNESSES

Subscribed and sworn to before me, a person authorized by law to administer oaths, this 31st day of July, 2009 at ANC Admin Building Conference Room

ORGANIZATION OR ADDRESS

[REDACTED]
(Signature of Person Administering Oath)

[REDACTED]
(Typed Name of Person Administering Oath)

Investigating Officer

(Authority To Administer Oaths)

ORGANIZATION OR ADDRESS

INITIALS OF PERSON MAKING STATEMENT

[REDACTED]

PAGE 3 OF 3 PAGES

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Privacy Act Statement

1. AUTHORITY. 10 U.S.C. 3012 and Army Regulation 15-6
2. PRINCIPAL PURPOSE. The purpose for soliciting information is to thoroughly and impartially evaluate the facts and circumstances currently under investigation, in order to report findings and provide recommendations to the appointing authority
3. ROUTINE USES. Any information you provide may be disclosed to members of the Department of Defense, acting within their official capacity, who have a need for the information in performance of their duties. This information may be used in determining the appropriateness of any administrative action.
4. DISCLOSURE IS VOLUNTARY. Providing information is voluntary. There will be no adverse effect on you for not furnishing information. However, your failure to respond will require that I evaluate this matter without the benefit of your input.

I, [REDACTED], have read or have had read to me this Privacy Act Statement, on 5 Aug 09 (date). I fully understand the contents of the entire statement.

[REDACTED]
(Signature of Person Making Statement)

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SWORN STATEMENT

For use of this form, see AR 190-45 the proponent agency is PMG

PRIVACY ACT STATEMENT

AUTHORITY: Title 10, USC Section 301 Title 5, USC Section 2951, E.O. 9397 Social Security Number (SSN).

PRINCIPAL PURPOSE: To document potential criminal activity involving the U.S. Army and to allow Army officials to maintain discipline law and order through investigation of complaints and incidents.

ROUTINE USES: Information provided may be further disclosed to federal, state, local, and foreign government law enforcement agencies, prosecutors, courts, child protective services, victims, witnesses, the Department of Veterans Affairs, and the Office of Personnel Management. Information provided may be used for determinations regarding judicial or non-judicial punishment, other administrative disciplinary actions, security clearances, recruitment, retention, placement, and other personnel actions.

DISCLOSURE: Disclosure of your SSN and other information is voluntary.

1. LOCATION ANC Bldg 123 Conf Room	2. DATE (YYYYMMDD) 20090805	3. TIME 1054	4. FILE NUMBER
5. LAST NAME, FIRST NAME, MIDDLE NAME [REDACTED]	6. SSN [REDACTED]	7. GRADE/STATUS WS-10	
8. ORGANIZATION OR ADDRESS ANC			

9. I, [REDACTED], WANT TO MAKE THE FOLLOWING STATEMENT UNDER OATH:

- How long have you been employed at ANC?
A. 1983
- What do your current duties entail?
A. SUPERVISOR FOR INTERMENT SERVICE Daily funeral to Active operation, Set up crews, Columbian workers ladder teams to close all daily funeral service.
- In 2003, do you remember an occasion in Section 68 where equipment operators dug into the ground to prepare for a burial and found remains in the gravesite?
A. YES
- Did you go to that site? If so, what do you remember seeing there?
A. If the site there was a night light in the site, No grave marker.
- Who else was called to the site and viewed the gravesite?
A. [REDACTED]
- What instructions were you given after casket was discovered? Who gave you those instructions?
A. Move to the next grave, Per [REDACTED]. We dig the next grave as well to close first site.
- Do you have any knowledge of equipment operators discovering a casket in Section 42 in January 2009, at a site listed on the Special Sheet, to be assigned for a burial?
A. YES

10. EXHIBIT 28	11. INITIALS OF PERSON MAKING STATEMENT [REDACTED]	PAGE 1 OF 3 PAGES
-------------------	---	-------------------

ADDITIONAL PAGES MUST CONTAIN THE HEADING "STATEMENT OF _____ TAKEN AT _____ DATED _____"

THE BOTTOM OF EACH ADDITIONAL PAGE MUST BEAR THE INITIALS OF THE PERSON MAKING THE STATEMENT, AND PAGE NUMBER MUST BE INDICATED

FOR OFFICIAL USE ONLY

USE THIS PAGE IF NEEDED. IF THIS PAGE IS NOT NEEDED, PLEASE PROCEED TO FINAL PAGE OF THIS FORM.

STATEMENT OF [REDACTED] TAKEN AT ANC Bldg 123 CR DATED 5 Aug 69

9 STATEMENT (Continued)

Q. Were you called to the site? If so, what do you remember seeing there?

A. A half open grave with a casket. No grave there.

Q. Who else came to this site and witnessed the gravesite?

A. [REDACTED] was still back to the site for help. When morning arrived I had to leave.

Q. Who gave instructions to close the gravesite?

A. After hitting the casket I instructed [REDACTED] to close the site.

Q. To the best of your knowledge, was a temporary marker placed at this site? If so do you know by whom?

A. Yes I later saw a marker at that site, I don't know who placed it.

Q. To your knowledge, have there been similar discoveries of caskets in graves staked for burials? If so, roughly how many have you been aware of during the time you've worked at ANC? This does not include "re-opens" where subsequent remains are being interred in existing gravesites.

A. One in 68.

Q. In the older sections at ANC, do workers occasionally find remains in existing gravesites during "re-opens"? ~~Yes~~, That is, if special sheet indicates a left half or right half re-open - do equipment operators find caskets in those gravesites? Roughly how many times has this occurred? My times on open go back since 64

A. Yes it happens, the record may indicate five foot right half but in its five foot left half. Do to the Old by Out processes. Left and Right Grave ~~started~~ ^{one} ~~decided~~ from the head of that site. Truly, my experience tell me this has not always been the way this was done.

Q. Is there anything else you have to add?

A. Me and my staff would do the Best Job for the family at the worst times in their lost of a loved one.

END OF STATEMENT

INITIALS OF PERSON MAKING STATEMENT [REDACTED]

PAGE 2 OF 3 PAGES

FOR OFFICIAL USE ONLY

STATEMENT OF [REDACTED] TAKEN AT ANC Bldg 123 CR DATED 5 Aug 09

2 STATEMENT (Continued)

NOT USED

NOT USED

AFFIDAVIT

I, [REDACTED], HAVE READ OR HAVE HAD READ TO ME THIS STATEMENT WHICH BEGINS ON PAGE 1, AND ENDS ON PAGE 3. I FULLY UNDERSTAND THE CONTENTS OF THE ENTIRE STATEMENT MADE BY ME. THE STATEMENT IS TRUE. I HAVE INITIALED ALL CORRECTIONS AND HAVE INITIALED THE BOTTOM OF EACH PAGE CONTAINING THE STATEMENT. I HAVE MADE THIS STATEMENT FREELY WITHOUT HOPE OF BENEFIT OR REWARD, WITHOUT THREAT OF PUNISHMENT, AND WITHOUT COERCION, UNLAWFUL INFLUENCE, OR UNLAWFUL INDUCEMENT.

[REDACTED]
(Signature of Person Making Statement)

WITNESSES:

Subscribed and sworn to before me, a person authorized by law to administer oaths, this 5th day of August, 2009 at ANC Bldg 123 Conference Room

[REDACTED]
(Signature of Person Administering Oath)

[REDACTED]
(Typed Name of Person Administering Oath)

Investigating Officer

(Authority To Administer Oaths)

ORGANIZATION OR ADDRESS

ORGANIZATION OR ADDRESS

INITIALS OF PERSON MAKING STATEMENT

PAGE 3 OF 3 PAGES

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Privacy Act Statement

1. AUTHORITY. 10 U.S.C. 3012 and Army Regulation 15-6.
2. PRINCIPAL PURPOSE. The purpose for soliciting information is to thoroughly and impartially evaluate the facts and circumstances currently under investigation, in order to report findings and provide recommendations to the appointing authority.
3. ROUTINE USES. Any information you provide may be disclosed to members of the Department of Defense, acting within their official capacity, who have a need for the information in performance of their duties. This information may be used in determining the appropriateness of any administrative action.
4. DISCLOSURE IS VOLUNTARY. Providing information is voluntary. There will be no adverse effect on you for not furnishing information. However, your failure to respond will require that I evaluate this matter without the benefit of your input.

I, [REDACTED], have read or have had read to me this Privacy Act Statement, on 14 Aug 69 (date). I fully understand the contents of the entire statement.

[REDACTED]
(Making Statement)

FOR OFFICIAL USE ONLY

SWORN STATEMENT

For use of this form see AR 190-45; the proponent agency is PMG

PRIVACY ACT STATEMENT

AUTHORITY: Title 10 USC Section 301 Title 5 USC Section 2951 E.O. 9397 Social Security Number (SSN)

PRINCIPAL PURPOSE: To document potential criminal activity involving the U.S. Army and to allow Army officials to maintain discipline law and order through investigation of complaints and incidents

ROUTINE USES: Information provided may be further disclosed to federal, state, local and foreign government law enforcement agencies, prosecutors, courts, child protective services, victims, witnesses, the Department of Veterans Affairs, and the Office of Personnel Management. Information provided may be used for determinations regarding judicial or non-judicial punishment, other administrative disciplinary actions, security clearances, recruitment, retention, placement, and other personnel actions

DISCLOSURE: Disclosure of your SSN and other information is voluntary

1. LOCATION ANC Admin Bldg. Office of the Deputy Director	2. DATE (YYYYMMDD) 2009/08/21	3. TIME	4. FILE NUMBER
5. LAST NAME FIRST NAME MIDDLE NAME [REDACTED]	6. SSN [REDACTED]	7. GRADE/STATUS YC-03	
8. ORGANIZATION OR ADDRESS Arlington National Cemetery			

9. I, [REDACTED], WANT TO MAKE THE FOLLOWING STATEMENT UNDER OATH

1. I joined the staff at ANC on 8 July 1965; I took a break in service in August 1970 to attend Mortuary School in New York. I returned to ANC in February 1977 to present

2. My duties include supervision of the three divisions to include the Superintendent of the U.S. Soldiers and Airmen's Home National Cemetery. I also advise the Supt. On budget and funding matters.

6. I cannot validate the specific date of the occurrence because the note card I made specific notes on at the time has been removed from the file. My best recollection is that it happened in 2003. I was called to the site by [REDACTED] (Engineering Technician) and was informed that he discovered a casket in grave 449 section 68 and no marker or headstone was present.

7. Upon arrival [REDACTED] briefed me on his discovery. I did witness a casket in the grave but I cannot validate if there were remains in the casket. No one was with me but there were several workers around. I cannot be absolutely sure who they were. Mr. Stafford may have been present. No tag was visible and no liner was present. I did not open the casket therefore cannot say remains are in the casket

9. After asking basic questions of have you checked the card file, maps etc. I asked that a temporary marker be obtained and a headstone ordered as unknown. I returned to the office and did some random checking of the grave card file to see if possibly the card was misfiled. While doing that I had [REDACTED] and [REDACTED] in the interment office advising them of what was found. The spot-checking came up empty. I reiterated to get a temporary marker and order a headstone. I also told Mr. Metzger what had happened on the same day.

10. I personally annotated a blank grave card in writing detailing what was discovered who had knowledge all to include the date and time to include the Superintendent

11. Mrs. White and I had more discussion after we had exhausted our initial look in the hallway outside of my office and I informed her that I need to go down brief the Supt. I informed him and advised him we could catch this when triple validation is done. I also informed him that we probably have a thousand or more typographical and missing data errors out there that triple validation would correct. He did not agree that we had that many. He was also informed that a temp marker would be placed [REDACTED]

NOT USED

NOT USED

10. EXHIBIT [REDACTED]	11. INITIALS [REDACTED] MAKING STATEMENT	PAGE 1 OF 3 PAGES
---------------------------	--	-------------------

ADDITIONAL PAGES MUST CONTAIN THE HEADING "STATEMENT OF [REDACTED] TAKEN AT [REDACTED] DATED [REDACTED]"

THE BOTTOM OF EACH ADDITIONAL PAGE MUST BEAR THE INITIALS OF THE PERSON MAKING THE STATEMENT, AND PAGE NUMBER MUST BE INDICATED.

USE THIS PAGE IF NEEDED. IF THIS PAGE IS NOT NEEDED, PLEASE PROCEED TO FINAL PAGE OF THIS FORM.

STATEMENT OF [REDACTED] TAKEN AT ANC DATED 2009/08/21

9 STATEMENT (Continued)

12. I asked that a stone be ordered. I cannot say if it was ordered [REDACTED] or [REDACTED] are better able to answer that question. I do know that a temporary marker was placed at the site.

13. There is no way to identify a casket unless it had visible markings i.e. name plate. I did not see the cap identification on the casket so there was no way of identifying. We also checked to see if a card had been misfiled but no card was found.

14. Of course we have over the years opened graves and found caskets from the adjacent grave had encroached. That is not the same as having a casket with no record. This could have resulted from slippage in the soil. There are times when we have dis-interments that we later find a liner still in the grave that could not be removed because of the suction caused by wet areas. I may have been told but I don't recall that it stopped operations.

15. I can't recall what specific action was taken on any given situation other than section 68 or if the situation required my presence at the site; if it did then I would have informed the Superintendent.

16. I do not recall being made aware of this situation or what action was taken by the ANC staff that day.

17. There are procedures but I cannot validate if they all are in writing; there were SOP's and policies in place that the operators are required to follow. If we could stop the jealousy, finger pointing, baseless accusations by [REDACTED] against [REDACTED] and [REDACTED] and keep everyone informed if there are mistakes in the field instead of putting them in the hip pocket for ammunition later we would be much better off.

18. We need to implement a policy immediately that requires everyone to fill out a discrepancy form on everything they discover. That action would be staffed to the immediate supervisor, second line supervisor and the Deputy Director/Superintendent. Everyone would be required to describe the situation in detail and what if any corrective action was taken; ensuring all files are updated to reflect the finding and action taken to correct or resolve. We must have a paper trail. Paper work is required for all burials we have somewhere paper work on section 68 grave 449 and hopefully we will find it soon.

END OF STATEMENT

NOT USED

NOT USED

INITIALS OF PERSON MAKING STATEMENT

PAGE 2 OF 3 PAGES

FOR OFFICIAL USE ONLY

STATEMENT OF [REDACTED] TAKEN AT ANC DATED 2009/08/21

5 STATEMENT (Continued)

NOT USED

NOT USED

AFFIDAVIT

[REDACTED], HAVE READ OR HAVE HAD READ TO ME THIS STATEMENT WHICH BEGINS ON PAGE 1, AND ENDS ON PAGE 3rd. I FULLY UNDERSTAND THE CONTENTS OF THE ENTIRE STATEMENT MADE BY ME. THE STATEMENT IS TRUE. I HAVE INITIALED ALL CORRECTIONS AND HAVE INITIALED THE BOTTOM OF EACH PAGE CONTAINING THE STATEMENT. I HAVE MADE THIS STATEMENT FREELY WITHOUT HOPE OF BENEFIT OR REWARD, WITHOUT THREAT OF PUNISHMENT, AND WITHOUT COERCION, UNLAWFUL INFLUENCE, OR UNLAWFUL INDUCEMENT.

WITNESSES

ORGANIZATION OR ADDRESS

ORGANIZATION OR ADDRESS

Subscribed and sworn to before me, a person authorized by law to administer oaths, this 21st day of August, 2009

at ANC Administrative Building

[REDACTED]
(Signature of Person Administering Oath)

[REDACTED]
(Typed Name of Person Administering Oath)

Investigation CR Unit
(Authority to Administer Oaths)

INITIALS OF PERSON MAKING STATEMENT

PAGE 3 OF 3 PAGES

FOR OFFICIAL USE ONLY

ANAO-CDR

19 August 2009

MEMORANDUM FOR RECORD

SUBJECT: Investigating Officer Questions Associated with Sworn Statement

1. On 14 August 2009, I conducted an interview with [REDACTED] Deputy Superintendent, Arlington National Cemetery, as part of an ongoing Informal Investigation pursuant to Army Regulation 15-6. This interview was conducted under oath.
2. I prepared a list of 19 questions to guide this interview. [REDACTED] verbally addressed each question presented. During the interview, I determined that I already had sufficient documentation to address several of the background questions I had presented to [REDACTED]. Thus, at the conclusion of the interview, I indicated the specific questions that required [REDACTED]'s written testimony on a DA Form 2823, Sworn Statement.
3. The answers [REDACTED] provided on his sworn statement are numbered according to the list of questions I used to conduct the interview. Since the corresponding questions are not indicated on [REDACTED]'s sworn statement, I have provided a copy of those questions to ensure proper context.

[REDACTED]
[REDACTED]

COL. AV
Investigating Officer

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Questions for [REDACTED]

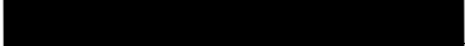
- 1 How long have you worked at ANC? How long in your current capacity?
- 2 What do your current duties entail?
6. On 21 Jul 09, a media outlet reported that in 2003, ANC workers dug into the ground in section 68, site 449 to prepare for a burial. The workers reportedly discovered a casket at that site. Do you remember this occasion? If so, could you describe the circumstances surrounding the discovery?
7. Did you physically view the casket at that gravesite? Were there others there with you? If so, who? Please describe what you saw at the gravesite. Was there an interment tag visible? Were the remains in a casket, or ensconced in a cement liner?
- 9 What actions did you direct upon discovery of the casket in section 68, site 449? (Interment services branch, interment operations branch, engineering technician).
10. Did you ask [REDACTED] to prepare an index card for section 68, grave 449 that reflected a casket was in that grave site?
11. At the time of discovery, did you inform the Superintendent? If so, verbally or in writing? Did he direct you or the ANC staff to take any specific action at that time?
12. At the time of discovery, was there a headstone ordered for the gravesite? If not, why?
13. At the time of discovery, was there an effort made to try to identify the casket in section 68, site 449? If so, how? If not, why not?
14. Aside from Sect 68, site 449, have there been similar discoveries of caskets in unmarked gravesites that you've been aware of during your tenure? Stated another way, have subordinates told you that equipment operators had dug into the ground at a site designated for a funeral, and uncovered a casket or liner?
15. If so, what action did you take? Did you go to the site to investigate? Did you inform the Superintendent?
16. Were you aware that in Jan 09, equipment operators dug into the ground in Section 42, Site 1186 and hit something at that site? If so, could you describe the actions taken by members of the ANC staff that day?
17. Is there a procedure or process used at ANC that designates actions the staff should take when equipment operators discover any type of obstructions in gravesites? Is this procedure in writing?
18. Are there additional measures that could be taken to prevent future occurrences of improper gravesite markings? If so, what do you recommend?


FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Privacy Act Statement

1. AUTHORITY. 10 U S C 3012 and Army Regulation 15-6
2. PRINCIPAL PURPOSE. The purpose for soliciting information is to thoroughly and impartially evaluate the facts and circumstances currently under investigation, in order to report findings and provide recommendations to the appointing authority.
3. ROUTINE USES. Any information you provide may be disclosed to members of the Department of Defense, acting within their official capacity, who have a need for the information in performance of their duties. This information may be used in determining the appropriateness of any administrative action.
4. DISCLOSURE IS VOLUNTARY. Providing information is voluntary. There will be no adverse effect on you for not furnishing information. However, your failure to respond will require that I evaluate this matter without the benefit of your input.

 have read or have had read to me this Privacy Act Statement, on 28 Jun 09 (date). I fully understand the contents of the entire statement.


(Signature of Person Making Statement)

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SWORN STATEMENT

For use of this form, see AR 190-45. The proponent agency is PMG.

PRIVACY ACT STATEMENT

AUTHORITY: Title 10, USC Section 301; Title 5, USC Section 2951; E.O. 14176; Social Security Number (SSN).

PRINCIPAL PURPOSE: To document potential criminal activity involving the U.S. Army, and to allow Army officials to maintain discipline, law and order through investigation of complaints and incidents.

ROUTINE USES: Information provided may be further disclosed to federal, state, local, and foreign government, law enforcement agencies, prosecutors, courts, and protective services, victims, witnesses, the Department of Veterans Affairs, and the Office of Personnel Management. Information provided may be used for determinations regarding judicial or non-judicial punishment, other administrative disciplinary actions, security clearances, retirement, retention, placement, and other personnel actions.

DISCLOSURE: Disclosure of your SSN and other information is voluntary.

1. LOCATION 2. ANC: Administrative Building	2. DATE (YYMMDD) 2009/08.03	3. TIME 0900	4. FILE NUMBER
5. LAST NAME, FIRST NAME, MIDDLE NAME [REDACTED]	6. SSN [REDACTED]	7. GRADE/STATUS YA-02	

8. ORGANIZATION OR ADDRESS

ANC

9.

WANT TO MAKE THE FOLLOWING STATEMENT UNDER OATH.

1. How long have you worked at ANC? When did you assume your current duties?

I have worked at ANC since August 2001. I have been the Director of Administrative Services since August 2002.

2. What do your current duties entail?

My current duties entail the following: I am the Division Chief for the Administrative Service Division which is made up of two branches, the Internment Services Branch, supervisor [REDACTED] and the Administrative Services Branch, supervisor [REDACTED]. I am the direct supervisor for the Budget Officer, Public Affairs Officer, Safety Officer, Headstone COR, and a temporary Cemetery Caretaker. My direct supervisor is the Deputy Director and my 2nd line supervisor is the Cemetery Superintendent. I receive taskings from both. I manage a wide range of employees from grades GS-05 – GS-13. I advise the superintendent on organization development, human resource issues, policies, supplies and equipment, correspondence and recommend actions to improve and reduce paper documents within the cemetery.

3. Do you remember an occasion in 2003 where casketed remains were found in section 68 grave 449? If so, who brought the situation to your attention? Could you describe the actions that management took?

I do remember the incident where ANC workers reported remains at site 68-449. I do not recall who reported the incident, but it was reported to the Deputy Director. I know that several people were out in the section with the map trying to locate the grave site. The deputy director brought the discovery to my attention. He along with I believe, [REDACTED] and [REDACTED] went to the gravesite. The deputy came from the gravesite and stopped in my office and stated, we can not find the information on the gravesite. He said, I am on my way down to the superintends office to let him know. He stated I have annotated the information on the grave card and told [REDACTED] to get a headstone ordered, or something to that effect. [REDACTED] took the action. We found out recently that the headstone was not ordered and [REDACTED] typed the hand written grave card that was put into the card file by the deputy director.

4. To the best of your memory, did an ANC staff member prepare an index card for section 68, grave 449 that reflected casketed remains were in that grave site? If so, who took this action? Was a headstone ordered for the grave at that time?

The deputy director did prepare a grave card. It was brought to our attention, the headstone was not ordered at that time, but has since been ordered.

10. EXHIBIT 30	11. INITIALS OF PERSON MAKING STATEMENT [REDACTED]	PAGE # OF 2 PAGES
-------------------	---	-------------------

ADDITIONAL PAGES MUST CONTAIN THE HEADING "STATEMENT OF [REDACTED] TAKEN AT [REDACTED] DATED [REDACTED]"

THE BOTTOM OF EACH ADDITIONAL PAGE MUST BEAR THE INITIALS OF THE PERSON MAKING THE STATEMENT, AND PAGE NUMBER MUST BE INDICATED.

FOR OFFICIAL USE ONLY

STATEMENT OF [REDACTED] TAKEN AT ANC DATED 2009/08/03

4. STATEMENT (Continued)

5. Upon discovery, did Administrative Services Division enter the discrepancy in the monthly DA Form 2864-R?

I was told by Nick Lanner that the Graveite report does not reflect grave 68-449.

6. Have there been similar discoveries of remains in unmarked gravesites that you've been aware of during your tenure?

There have not been other discoveries during my tenure.

7. Is ANC working to automate operations to reduce reliance on paper files? How long has this process been underway? Who at ANC is leading this automation effort? Has the project been funded at requested levels?

ANC is working to automate operations to reduce paper files. ANC has been working this issue before I came on board in 2001 by use of the VA's Burial Operations Scheduling System (BOSS). The deputy director is leading the effort along with input from the staff. We did not receive all funding at once, but the funds have been received for FY08, FY09, and are approved for FY10.

8. Has ANC management taken any recent action to identify the remains in Sec 68, grave 449? If so, could you please describe who directed the actions? What actions have been taken to review ANC files? VA files?

The superintendent put together a team of employees to search the files in the basement of the visitor's center. The superintendent directed the search. The superintendent asked the VA to query and search in the data base for the grave site 68-449. He also searched every year from 1979 to date for the record.

END OF STATEMENT

AFFIDAVIT

I, [REDACTED], HAVE READ OR HAVE HAD READ TO ME THIS STATEMENT WHICH BEGINS ON PAGE 1, AND ENDS ON PAGE 2. I FULLY UNDERSTAND THE CONTENTS OF THE ENTIRE STATEMENT MADE BY ME. THE STATEMENT IS TRUE. I HAVE INITIALED ALL CORRECTIONS AND HAVE INITIALED THE BOTTOM OF EACH PAGE CONTAINING THE STATEMENT. I HAVE MADE THIS STATEMENT FREELY WITHOUT HOPE OF BENEFIT OR REWARD, WITHOUT THREAT OF PUNISHMENT, AND WITHOUT COERCION, UNLAWFUL INFLUENCE, OR UNLAWFUL INDUCEMENT.

WITNESSES

Subscribed and sworn to before me, a person authorized by law to administer oaths, this 3rd day of August, 2009.

at ANC, Administrative Building

ORGANIZATION OR ADDRESS

(Signature of Person Administering Oath)

(Typed Name of Person Administering Oath)

Investigating Officer

(Address of Person Administering Oath)

ORGANIZATION OR ADDRESS

INITIALS OF PERSON MAKING STATEMENT

PAGE 2 OF 2 PAGES

FOR OFFICIAL USE ONLY

Privacy Act Statement

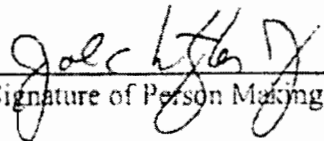
1. AUTHORITY. 10 U.S.C. 3012 and Army Regulation 15-6.

2. PRINCIPAL PURPOSE. The purpose for soliciting information is to thoroughly and impartially evaluate the facts and circumstances currently under investigation, in order to report findings and provide recommendations to the appointing authority.

3. ROUTINE USES. Any information you provide may be disclosed to members of the Department of Defense, acting within their official capacity, who have a need for the information in performance of their duties. This information may be used in determining the appropriateness of any administrative action.

4. DISCLOSURE IS VOLUNTARY. Providing information is voluntary. There will be no adverse effect on you for not furnishing information. However, your failure to respond will require that I evaluate this matter without the benefit of your input.

I, John C. Metake, Jr., have read or have had read to me this Privacy Act Statement, on 31 Jul 09 (date). I fully understand the contents of the entire statement


(Signature of Person Making Statement)

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SWORN STATEMENT

For use of this form, see AR 190-45, the proponent agency is PMG

PRIVACY ACT STATEMENT

AUTHORITY: Title 10 USC Section 301; Title 5, USC Section 2951; E.O. 9397 Social Security Number (SSN)
PRINCIPAL PURPOSE: To document potential criminal activity involving the U.S. Army and to allow Army officials to maintain discipline, law and order through investigation of complaints and incidents.
ROUTINE USES: Information provided may be further disclosed to federal, state, local, and foreign government law enforcement agencies, prosecutors, courts, child protective services, victims, witnesses, the Department of Veterans Affairs, and the Office of Personnel Management. Information provided may be used for determinations regarding judicial or non-judicial punishment, other administrative disciplinary actions, security clearances, recruitment, retention, placement, and other personnel actions.
DISCLOSURE: Disclosure of your SSN and other information is voluntary.

1. LOCATION RMC Admin Building Conference	2. DATE (YYYYMMDD) 2009.0731	3. TIME 1012	4. FILE NUMBER
5. LAST NAME, FIRST NAME, MIDDLE NAME Wetzel, John C. Jr.	6. SSN [REDACTED]	7. GRADE/STATUS SES-05	
8. ORGANIZATION OR ADDRESS RMC			

9. I, John C. Wetzel, Jr. WANT TO MAKE THE FOLLOWING STATEMENT UNDER OATH

I WAS MADE AWARE THAT RT CRATER REMAINS WAS INTERRED IN SECTION 68 GRAVE 445 AND THAT THE SITE WAS UNMARKED, THAT IT HAD BEEN DIG IN 2003 AND A CRATER WAS FOUND. SITE WAS COVERED BACK BY STAFF AND NOT REPORTED TO ME UNTIL 20 JULY 2009.

I WAS ASKED ABOUT THIS ON 20 JULY 2009 BY MY PRO I HAD NO KNOWLEDGE OF THE UNTIL A QUESTION AT WHICH TIME WE STARTED A RECORD REVIEW OF THE DAILY BURIAL BOOKS STARTING 2003 GOING BACK TO 1979. ALSO WE REVIEWED THE GRAVE CARDS. NEXT I VISITED THE SITE TO SEE IF I COULD UNDERSTAND, A CORREL PATH AND OR FIGURE WHO WAS INTERRED AT THIS SITE BASED ON A REVIEW OF THE HEADSTONES AND WHAT DATES THE INTERMENTS IN THIS AREA TOOK PLACE IN. I ALSO ORDER A TEMP MARKER BE PLACED, AND A HEADSTONE BE ORDERED, TO MARK THIS SITE.

NOTHING FOLLOWS

10. EXHIBIT 21 11. INITIALS OF PERSON MAKING STATEMENT JCW PAGE 1 OF 2 PAGES

ADDITIONAL PAGES MUST CONTAIN THE PHRASE "STATEMENT OF _____ TAKEN AT _____ DATED _____"

THE BOTTOM OF EACH ADDITIONAL PAGE MUST BEAR THE INITIALS OF THE PERSON MAKING THE STATEMENT AND PAGE NUMBER MUST BE INDICATED

FOR OFFICIAL USE ONLY

STATEMENT OF John C. Metzler, Jr TAKEN AT ANC Admin Bldg DATED 31 Jul 09

9. STATEMENT (Continued)

NOT USED

NOT USED

AFFIDAVIT

I, John C. Metzler, Jr, HAVE READ OR HAVE HAD READ TO ME THIS STATEMENT WHICH BEGINS ON PAGE 1, AND ENDS ON PAGE 2. I FULLY UNDERSTAND THE CONTENTS OF THE ENTIRE STATEMENT MADE BY ME. THE STATEMENT IS TRUE. I HAVE INITIALED ALL CORRECTIONS AND HAVE INITIALED THE BOTTOM OF EACH PAGE CONTAINING THE STATEMENT. I HAVE MADE THIS STATEMENT FREELY WITHOUT HOPE OF BENEFIT OR REWARD, WITHOUT THREAT OF PUNISHMENT, AND WITHOUT COERCION, UNLAWFUL INFLUENCE, OR UNLAWFUL INDUCEMENT.

John C. Metzler, Jr
(Signature of Person Making Statement)

WITNESSES

Subscribed and sworn to before me, a person authorized by law to administer oaths, this 31st day of July 2009 at ANC Admin Building

ORGANIZATION OR ADDRESS

[Redacted Signature]
(Signature of Person Administering Oath)

ORGANIZATION OR ADDRESS

[Redacted Name]
(Typed Name of Person Administering Oath)

Investigating Officer
(Authority To Administer Oaths)

INITIALS OF PERSON MAKING STATEMENT

JCM

PAGE 2 OF 2 PAGES

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Privacy Act Statement

1. **AUTHORITY.** 10 U.S.C. 3012 and Army Regulation 15-6.
2. **PRINCIPAL PURPOSE.** The purpose for soliciting information is to thoroughly and impartially evaluate the facts and circumstances currently under investigation, in order to report findings and provide recommendations to the appointing authority.
3. **ROUTINE USES.** Any information you provide may be disclosed to members of the Department of Defense, acting within their official capacity, who have a need for the information in performance of their duties. This information may be used in determining the appropriateness of any administrative action.
4. **DISCLOSURE IS VOLUNTARY.** Providing information is voluntary. There will be no adverse effect on you for not furnishing information. However, your failure to respond will require that I evaluate this matter without the benefit of your input.

I, [REDACTED], have read or have had read to me this Privacy Act Statement, on 29 Jul 07 (date). I fully understand the contents of the entire statement.

[REDACTED]
(Signature of Person Making Statement)

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SWORN STATEMENT

For use of this form, see AR 190-45, the proponent agency is PMG

PRIVACY ACT STATEMENT

AUTHORITY Title 10, USC Section 301, Title 5, USC Section 2951, E.O. 9397 Social Security Number (SSN)

PRINCIPAL PURPOSE. To document potential criminal activity involving the U.S. Army, and to allow Army officials to maintain discipline, law and order through investigation of complaints and incidents

ROUTINE USES Information provided may be further disclosed to federal, state, local, and foreign government law enforcement agencies, prosecutors, courts, child protective services, victims, witnesses, the Department of Veterans Affairs, and the Office of Personnel Management. Information provided may be used for determinations regarding judicial or non-judicial punishment, other administrative disciplinary actions, security clearances, recruitment, retention, placement, and other personnel actions

DISCLOSURE: Disclosure of your SSN and other information is voluntary.

1. LOCATION Bldg 123, ANC	2. DATE (YYYYMMDD) 2009 08 19	3. TIME 1500	4. FILE NUMBER
5. LAST NAME FIRST NAME, MIDDLE NAME [REDACTED]	6. SSN [REDACTED]	7. GRADE/STATUS WG10	
8. ORGANIZATION OR ADDRESS ANC			

9. [REDACTED], I WANT TO MAKE THE FOLLOWING STATEMENT UNDER OATH:

Q. Do you now remember digging a grave in Section 42, site 1156 where you hit some obstruction in the gravesite?

A. YES

Q. When you inspected the obstruction what did you see?

A. LIVER.

Q. How far into the ground did you dig when you found this obstruction?

A. Foot 1/2.

Q. Did you call [REDACTED] to come look at the obstruction?

A. YES

Q. Did he come to the site? After

A. YES

Q. After [REDACTED] inspected the site, did he instruct you to close the gravesite?

A. YES

Q. Other than Section 42, Grave 1156, do you remember digging a grave and finding a casket or grave liner in an unmarked gravesite?

A. NO

END OF STATEMENT

10. EXHIBIT 26	11. INITIALS OF PERSON MAKING STATEMENT [REDACTED]	PAGE 1 OF 2 PAGES
-------------------	---	-------------------

ADDITIONAL PAGES MUST CONTAIN THE HEADING "STATEMENT OF _____ TAKEN AT _____ DATED _____"

THE BOTTOM OF EACH ADDITIONAL PAGE MUST BEAR THE INITIALS OF THE PERSON MAKING THE STATEMENT, AND PAGE NUMBER MUST BE INDICATED.

FOR OFFICIAL USE ONLY

STATEMENT OF

[REDACTED]

TAKEN AT ANC Bldg 123 DATED 16 Aug 09

9. STATEMENT (Continued)

NOT USED

NOT USED

AFFIDAVIT

I, [REDACTED], HAVE READ OR HAVE HAD READ TO ME THIS STATEMENT WHICH BEGINS ON PAGE 1, AND ENDS ON PAGE 2. I FULLY UNDERSTAND THE CONTENTS OF THE ENTIRE STATEMENT MADE BY ME. THE STATEMENT IS TRUE. I HAVE INITIALED ALL CORRECTIONS AND HAVE INITIALED THE BOTTOM OF EACH PAGE CONTAINING THE STATEMENT. I HAVE MADE THIS STATEMENT FREELY WITHOUT HOPE OF BENEFIT OR REWARD, WITHOUT THREAT OF PUNISHMENT, AND WITHOUT COERCION, UNLAWFUL INFLUENCE, OR UNLAWFUL INDUCEMENT.

[REDACTED]
(Signature of Person Making Statement)

WITNESSES

Subscribed and sworn to before me, a person authorized by law to administer oaths, this 14th day of August, 2009 at Bldg 123, ANC

ORGANIZATION OR ADDRESS

[REDACTED]
(Signature of Person Administering Oath)

[REDACTED]
(Typed Name of Person Administering Oath)

Investigative Officer
(Authority To Administer Oaths)

ORGANIZATION OR ADDRESS

INITIALS OF PERSON MAKING STATEMENT

[REDACTED]

PAGE 2 OF 2 PAGES

FOR OFFICIAL USE ONLY

Privacy Act Statement

1. AUTHORITY. 10 U.S.C. 3012 and Army Regulation 15-6.
2. PRINCIPAL PURPOSE. The purpose for soliciting information is to thoroughly and impartially evaluate the facts and circumstances currently under investigation, in order to report findings and provide recommendations to the appointing authority.
3. ROUTINE USES. Any information you provide may be disclosed to members of the Department of Defense, acting within their official capacity, who have a need for the information in performance of their duties. This information may be used in determining the appropriateness of any administrative action.
4. DISCLOSURE IS VOLUNTARY. Providing information is voluntary. There will be no adverse effect on you for not furnishing information. However, your failure to respond will require that I evaluate this matter without the benefit of your input.

I, [REDACTED], have read or have had read to me this Privacy Act Statement on 29 Jul 09 (date). I fully understand the contents of the entire statement.

[REDACTED]
(Signature of Person Making Statement)

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SWORN STATEMENT

For use of this form, see AF 190-45; the proponent agency is PMG.

PRIVACY ACT STATEMENT

AUTHORITY: Title 10, USC Section 301; Title 5, USC Section 1961; E.O. 9397; Social Security Number (SSN)
PRINCIPAL PURPOSE: To document potential criminal activity involving the U.S. Army, and to allow Army officials to maintain discipline, law and order through investigation of complaints and incidents.
ROUTINE USES: Information provided may be further disclosed to federal, state, local, and foreign government law enforcement agencies, prosecutors, courts, child protective services, victims, witnesses, the Department of Veterans Affairs, and the Office of Personnel Management. Information provided may be used for determinations regarding judicial or non-judicial punishment, other administrative disciplinary actions, security clearances, recruitment, retention, placement, and other personnel actions.
DISCLOSURE: Disclosure of your SSN and other information is voluntary.

1. LOCATION: ANC Admin Building Conf Room
 2. DATE (YYYYMMDD): 2009 07 31
 3. TIME: 1630
 4. FILE NUMBER:
 5. LAST NAME, FIRST NAME, MIDDLE NAME: [REDACTED]
 6. SSN: [REDACTED]
 7. GRADE/STATUS: GS-09
 8. ORGANIZATION OF ADDRESS: ANC

I, [REDACTED], WANT TO MAKE THE FOLLOWING STATEMENT UNDER OATH.

Q. How long have you worked at ANC? How long have you served as the Engineering Technician?

A. Since end 2005 to present. Engineering Tech from Jan on 2006 to present.

Q. What do your duties entail?

A. Get special sheet from Sup ISB/ID gravesites, take up coming burial. Strike the graves, after determining availability and site accuracy. Take back up sheet & verify all/during reception. After ID and collecting data, I make note and pencil in ISB maps and make copies to give to Interment Branch.

Q. On 21 Jul 09, a media outlet reported that in 2003, ANC workers dug into the ground in Section 65, site 449 to prepare for a burial. The workers reportedly discovered casketed remains at that site. Do you know of this occasion?

A. No before my time at ANC.

Q. Have there been any other discoveries of casketed remains in what could be considered unoccupied/unmarked gravesites? If so, what Section/Gravesite Number was in question?

A. Yes was considered unoccupied. Section 42 GRAVE site Number 1186.

Q. You have now shown me a "Special Sheet" from 15 Jan 2004, reflecting a gravesite location was changed from Section 42 site 1186 to Section 42, 2003. Could you tell me why that change was made?

A. When I call to the gravesite there was a basket in plot that the operator had excavated when preparing for 24th day funeral at site 1186.

TO EXHIBIT: 22 INITIALS OF PERSON MAKING STATEMENT: [REDACTED] PAGE 1 OF 3 PAGES

ADDITIONAL PAGES MUST CONTAIN THE HEADING "STATEMENT OF _____ TAKEN AT _____ DATED _____"

THE BOTTOM OF EACH ADDITIONAL PAGE MUST BEAR THE INITIALS OF THE PERSON MAKING THE STATEMENT, AND PAGE NUMBER MUST BE INDICATED.

FOR OFFICIAL USE ONLY

USE THIS PAGE IF NEEDED. IF THIS PAGE IS NOT NEEDED, PLEASE PROCEED TO FINAL PAGE OF THIS FORM.

STATEMENT OF [REDACTED] TAKEN AT ANC Admin Bldg DATED 31 Jul 09
CR

B. STATEMENT (Continued)

Q. When you got the call from the Equipment Operator, what did you do?
A. I checked my Funeral sheet, went to Section 42-1186. Call [REDACTED] gave me the info about what was done. We made changes from 1186 to 2028. 2028 was the new site for this service.

Q. What did you see at Section 42/Site 1186 when you got there?

A. First I thought it was just metal, exposed metal turned out to be a casket (metal). 5' in ground.

Q. To the best of your memory, who else was on site with you at Section 42/Site 1186?

A. Equipment operator, [REDACTED], maybe [REDACTED].

Q. What happened next? What did you do after activities at Site 1186?

A. After making changes I continued to do my assign duties in put a stake on 2028, give the new site to Sup Is B. and place new site number on Funeral sheet.

Q. Did you give instruction to have Equipment Engineers fill in the grave at site 1186?

A. No. That would come from Supervisor.

Q. Do you have anything else to add?

A. Don't know if this truly an unmarked grave or if this was due to headstone re alignment.

Q. Who authorizes changes to gravesites, once they are originally identified? If problem occurs in grave change, [REDACTED] is the only

person to ever know for those changes. Direct order stated in the meeting that I personally attended with regard to Section 42-1186 I have no knowledge as to [REDACTED] knowledge of this grave change in 42-1186.

END OF STATEMENT

INITIALS OF PERSON MAKING STATEMENT [REDACTED]

PAGE 2 OF 3 PAGES

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

STATEMENT OF

[REDACTED]

TAKEN AT ANC Admin Bldg DATED 31 July 09
Conf Rm

BY STATEMENT CONTINUED

NOT USED

NOT USED

AFFIDAVIT

I, [REDACTED], HAVE READ OR HAVE HAD READ TO ME THIS STATEMENT WHICH BEGINS ON PAGE 1, AND ENDS ON PAGE 3. I FULLY UNDERSTAND THE CONTENTS OF THE ENTIRE STATEMENT MADE BY ME. THE STATEMENT IS TRUE. I HAVE INITIALED ALL CORRECTIONS AND HAVE INITIALED THE BOTTOM OF EACH PAGE CONTAINING THE STATEMENT. I HAVE MADE THIS STATEMENT FREELY WITHOUT HOPE OF BENEFIT OR REWARD, WITHOUT THREAT OF PUNISHMENT, AND WITHOUT COERCION, UNLAWFUL INFLUENCE, OR UNLAWFUL INDUCEMENT.

[REDACTED]

(Signature of Person Making Statement)

WITNESSES

Subscribed and sworn to before me, a person authorized by law to administer oaths, this 31 day of July, 2009

at ANC Admin Building Conference Room

[REDACTED]

(Signature of Person Administering Oath)

ORGANIZATION OR ADDRESS

[REDACTED]

(Typed Name of Person Administering Oath)

ORGANIZATION OR ADDRESS

Investigating Officer

(Authority To Administer Oath)

INITIALS OF PERSON MAKING STATEMENT

PAGE 3 OF 3 PAGES

FOR OFFICIAL USE ONLY


Privacy Act Statement


1. AUTHORITY 10 U.S.C. 3012 and Army Regulation 15-6

2. PRINCIPAL PURPOSE The purpose for soliciting information is to thoroughly and impartially evaluate the facts and circumstances currently under investigation, in order to report findings and provide recommendations to the appointing authority

3. ROUTINE USES Any information you provide may be disclosed to members of the Department of Defense, acting within their official capacity, who have a need for the information in performance of their duties. This information may be used in determining the appropriateness of any administrative action.

4. DISCLOSURE IS VOLUNTARY. Providing information is voluntary. There will be no adverse effect on you for not furnishing information. However, your failure to respond will require that I evaluate this matter without the benefit of your input.

I , have read or have had read to me this Privacy Act Statement, on 25 July 2019 (date) I fully understand the contents of the entire statement


(Signature of Person Making Statement)

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SWORN STATEMENT

For use of this form, see AR 190-45, the proponent agency is PMO

PRIVACY ACT STATEMENT

AUTHORITY Title 10, USC Section 361; Title 5, USC Section 2951; E.O. 9397 Social Security Number: SSN;
PRINCIPAL PURPOSE To document potential criminal activity involving the U.S. Army, and to allow Army officials to maintain discipline, law and order through investigation of complaints and incidents.
ROUTINE USES Information provided may be further disclosed to federal, state, local, and foreign government law enforcement agencies, prosecutors, courts, child protective services, victims, witnesses, the Department of Veterans Affairs, and the Office of Personnel Management. Information provided may be used for determinations regarding judicial or nonjudicial punishment, other administrative disciplinary actions, security clearances, recruitment, retention, placement, and other personnel actions.
DISCLOSURE Disclosure of your SSN and other information is voluntary.

1. LOCATION ANC Admin Building	2. DATE (YYYYMMDD) 2009/08/19	3. TIME 1655	4. FILE NUMBER
5. NAME (FIRST NAME MIDDLE NAME) [REDACTED]	6. SSN [REDACTED]	7. GRADE/STATUS YC2	
8. ORGANIZATION OR ADDRESS ANC			

9. [REDACTED] WANT TO MAKE THE FOLLOWING STATEMENT UNDER OATH

1. I received notification either by radio or phone that when the backhoe operators were digging grave 1186 in Section 42 they hit something in the grave.
2. I checked to see if there was a grave card for Section 42 Grave 1186 again and saw that there was not a card. We researched the cards adjacent to 1186 and found that in grave 1185 that the third burial in that grave had been moved to the right half which placed the casket partly in 1185 and partly in 1186. This is what we ascertained that the backhoe operators hit.
3. I notified either the Deputy or Superintendent and they indicated to me to place a card in file for 1186 showing obstructed.
4. The cemetery engineer selected another gravesite in Section 42 to use for the associated funeral.
5. No temporary marker was made for 1186 for no one was interred in that gravesite.
6. I placed an index card for Section 42 Grave 1186 saying obstructed.
7. I don't remember when the issues were brought to the attention of the Deputy or Superintendent but I did tell the Superintendent on August 18, 2009 the situation again in Section 42 Grave 1186 and what I had rediscovered concerning grave 1185. I have since redone the card in Section 42 Grave 1186 with a more indepth explanation of what happened.

END OF STATEMENT

10. EXHIBIT 34 11. INITIALS OF PERSON MAKING STATEMENT [REDACTED] PAGE 1 OF 2 PAGES

ADDITIONAL PAGES MUST CONTAIN THE HEADING "STATEMENT OF [REDACTED] TAKEN AT [REDACTED] DATED [REDACTED]"

THE BOTTOM OF EACH ADDITIONAL PAGE MUST BEAR THE INITIALS OF THE PERSON MAKING THE STATEMENT AND PAGE NUMBER MUST BE INDICATED

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

STATEMENT OF [REDACTED] TAKEN AT ANC Admin Bldg DATED 19 Aug 09

9 STATEMENT (Continued)

NOT
USED

NOT
USED

AFFIDAVIT

I, [REDACTED], HAVE READ OR HAVE HAD READ TO ME THIS STATEMENT WHICH BEGINS ON PAGE 1, AND ENDS ON PAGE 2. I FULLY UNDERSTAND THE CONTENTS OF THE ENTIRE STATEMENT MADE BY ME. THE STATEMENT IS TRUE. I HAVE INITIALED ALL CORRECTIONS AND HAVE INITIALED THE BOTTOM OF EACH PAGE CONTAINING THE STATEMENT. I HAVE MADE THIS STATEMENT FREELY WITHOUT HOPE OF BENEFIT OR REWARD, WITHOUT THREAT OF PUNISHMENT, AND WITHOUT COERCION, UNLAWFUL INFLUENCE, OR UNLAWFUL INDUCEMENT.

[REDACTED]
(Signature of Person Making Statement)

WITNESS:

Subscribed and sworn to before me, a person authorized by law to administer oaths, this 19th day of August, 2009.

" ANC Admin Bldg

[REDACTED]
(Signature of Person Administering Oath)

[REDACTED]
(Typed Name of Person Administering Oath)

Investigating Officer
(Typed Name of Person Administering Oath)

ORGANIZATION OR ADDRESS

ORGANIZATION OR ADDRESS

INITIALS OF PERSON MAKING STATEMENT

PAGE 2 OF 2 PAGES

FOR OFFICIAL USE ONLY